

## **Executive Committee**

Monday, September 11, 2006

9:00 a.m.

**Present:** Chair Baumgartner, Supervisors, Martin, Ross and Pufahl.

**Also present:** S. Neary-Accounting Dept., D.A. Kohlwey, Veterans Service Officer Chrzas and Jeanne Miller

**Absent:** V. Chair Wopat

Meeting called to order noting that there were no additions or changes to the agenda. Motion to approve agenda as published was made by Supervisor Martin, second by Supervisor Ross.

Minutes of the August 14, 2006 Executive Committee were approved on motion by Supervisor Pufahl, second by Supervisor Ross. Motion carried.

### **Replacement Position Request**

**Accounting Dept.** – Shonna Neary met with the Executive Committee to request the Accounting I replacement resulting from a recent resignation. Duties and responsibilities of the position were considered vital to the department. Motion to approve of replacing the Accounting I position in the Accounting Department was made by Supervisor Martin, second by Supervisor Pufahl. Motion carried. Ms. Neary indicated the position was posted.

**District Attorney's Dept.** – DA Kohlwey met with the committee to discuss restructuring of positions in the DA's office. She was requesting to eliminate the clerk typist position, and then creating a secretarial position. Reduced legal staff had required legal secretaries to perform work typically done by attorneys. The State Budget was questionable with Kohlwey indicating that it did not look good for the next biennium with the possibility of additional position cuts.

Funding was discussed. The current position salary would cover the first year of a legal secretarial position with a savings to the County. The position would eventually catch up because the hourly pay rate is higher. Kohlwey had discussed this proposal with Joe Ruf, HR Director as well as the financial aspect with Comptroller Schepp. By eliminating the clerk typist position bumping within union positions we occur.

Supervisor Pufahl asked HR Director/Corporation Counsel Ruf what the ramifications were as far as the union was considered. Ruf indicated this would be a reclassification done through the Budget process, a new position. He did not feel there would be punitive justification on the part of the union because of the timing of the reclassification. The union would, however, look at existing standards for testing, which were established previously, so there would be no claims that the tests were developed so that the individual would not succeed.

Supervisor Martin felt this request should have been part of the HR and Executive discussion in July. The timing as a result of the two-year budget requests affected the request. Supervisor Martin still felt that the position should have been discussed and ranked with the other requests. At this time, she did not feel it appropriate to consider the request.

Current staffing was discussed. Kohlwey indicated if additional attorneys are lost, she could foresee the need to request a paralegal position for the department.

Supervisor Pufahl indicated the Human Resource Committee approved the request. His expressed concern that dealing with this request at this point would bump other departments who had met the deadline for position requests. Supervisor Martin made a motion that consideration for this request is made part of the 2008 Budget, not the 2007 Budget. Second was made by Supervisor Ross. Motion carried. Kohlwey indicated her budget had been submitted to Accounting, and that request was not included in the 2008 Budget. Chair Baumgartner indicated that amendments could be made during budget hearings. Kohlway indicated that compensatory time could increase.

#### **Veterans Service Officer (VSO)**

Ms. Chrzas indicated that she has a conference the end of October, SW meeting in LaFayette County. Motion was made to approve of out-of-county travel by Supervisor Pufahl, second by Supervisor Martin. Motion carried.

Services to veterans were discussed, in particular psychological services. Chrzas indicated those on-site services were no longer provided. A new Veterans Administration Director had indicated the continuation of out-reach sessions. Group sessions were not seen as beneficial and effective with veterans, especially veterans that the VSO office has contact with. Chrzas indicated there has been no interest

expressed by veterans in attending group sessions. Supervisor Martin encouraged Chrzas to pursue outreach services at the conference she would be attending. Ms. Chrzas did not feel that discussion would come up at the sessions.

Increase in the number of veteran's graves was discussed. Chrzas's indicated that new gravesites would be provided perpetual care. Currently, \$6.00 is paid per gravesite for veterans and their spouses where perpetual care is not provided. Her concern was for the increasing county budget.

#### **Vouchers – VSO**

Motion to approve of Veterans Service Office vouchers as presented was made by Supervisor Pufahl, second by Supervisor Martin. Motion carried.

#### **County Clerk – Jeanne Miller**

Four (4) trainings had been held prior to the election to familiarize municipalities and their poll workers with law changes and also the set up and operation of the voting equipment. Brief update was given on election equipment, trainings, statewide voter registration and software. The modem capabilities would not be used in September. All machines were operational with the public testing having gone well. Election was Tuesday, September 12.

#### **County Clerk Vouchers**

Motion to approve of vouchers as presented was made by Supervisor Ross, second by Supervisor Martin. Motion carried.

#### **Resolution – Memorial past Supervisor Gunderson**

Motion to approve of memorial resolution honoring former Supervisor Gunderson was made by Supervisor Ross, second by Supervisor Pufahl. Motion carried with recommendation that the entire County Board consider this resolution.

#### **Joint Executive and Finance Committees Utility Tax Resolution**

Supervisor Martin indicated that Supervisor Tramburg would be writing a letter regarding the utility tax to our representatives in addition to attaching a copy of this resolution. Review was made of the Resolution. The joint utility tax resolution was approved on motion by Supervisor Pufahl, second by Supervisor Ross. Motion carried.

### Communications

Chair Baumgartner indicated that the Emergency Development Block Grant was awarded \$75,000 for the repair/replacement of damaged properties resulting from a tornado in Columbia County.

Sales tax continues to decrease from \$2,214,721 a year ago, to \$2,165,014 the same time this year.

Group Health Trust, gave Columbia County 1/3 of its investment, just under \$40,000.

A resolution had been received from Jackson County regarding health care.

Motion to adjourn the meeting was made by Supervisor Martin, second by Supervisor Ross at 10:10 a.m. Motion carried.

Secretary of Record,

Recording Secretary,

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Barry Pufahl

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Jeanne Miller