



Columbia County Executive Committee Minutes November 8, 2010

Members Present: Andy Ross, Fred C. Teitgen, Robert R. Westby, Debra L. Healy Wopat

Absent: Kenneth W. Hutler

Also In Attendance: Susan Moll, Donna Chrzas, Kristen Anderson, Brian Zirbes

Meeting called to order by Chair Westby at 9:00 am. The meeting was properly noticed as required by the Wisconsin Open Meetings Law.

Approval of Agenda

Motion by Ross to approve the agenda as published. Second by Teitgen. Motion carried.

Approval of Minutes

Motion by Wopat to approve the minutes of the October 11, 2010 Executive Committee meeting. Second by Teitgen. Motion carried.

Operational Review – Veterans Service Officer

Motion by Wopat to approve the October, 2010 expenditure report for the Veterans Service office. Second by Ross. Motion carried.

Donna Chrzas reported out of county travel for the month of December.

Committee Appointments

Motion by Teitgen to recommend appointment of Norm Bednarek to the Veterans Service Commission for a 3 year term to December 2013. Second by Ross. Motion carried.

Operational Review – County Clerk

Motion by Ross to approve the October, 2010 expenditure report for the County Clerk's office. Second by Teitgen. Motion carried.

Sue Moll reported that she has no out of county travel for November.

2011 Budget

Moll reported that the proposed 2011 budget includes a reduction of hours for one county clerk staff position. The loss of approximately 650 hours in staff time may require a reduction of the work duties. Moll explained that a non-mandated task that the office currently provides is the Statewide Voter Registration System (SVRS) services for 29 of the county's municipalities. Moll shared a chart showing the number of staff hours used to provide this service and explained that the current fees do not compensate for the time used. Moll proposed a new fee schedule that more accurately reflects the time spent on performing these services. The revenue collected for this service would

compensate the hours of staff time used if the hours were restored. She stated that 20 of the 24 municipalities, who responded to her email, indicated they would be willing to pay an increased fee for SVRS services. Moll explained that many municipal clerks are unable to do their own SVRS services due to limited time, training, and computer or hardware requirements. Moll also expressed concerns for the integrity of the voter system.

Motion by Wopat to approve a proposal that would allow county staff to provide SVRS services, with the restored hours compensated by a fee schedule that more accurately reflects the time spent performing these duties. Second by Ross. Motion carried. Wopat requested that this proposal be reviewed by the Finance Committee for a final decision.

County Clerk Fee Schedule Ordinance

Motion by Ross to approve an amendment to the County Clerk Fees Ordinance to increase the marriage application waiver fee from \$10 to \$25, effective January 1, 2011. Second by Wopat. Motion carried.

Redistricting

Kristen Anderson and Brian Zirbes from the Land Information office shared with the committee some key points and issues regarding the upcoming redistricting project in Columbia County.

Chair's Comments

Chair Westby shared correspondence he has received.

Set Next Meeting Date

The next regular meeting of the Executive Committee will be held on Monday, December 6, 2010, beginning at 9 am.

Motion by Ross to adjourn at 11:12 am. Second by Teitgen. Motion carried.

Respectfully Submitted,

Debra L. Healy Wopat
Acting Executive Committee Secretary

These minutes were recorded by Susan M. Moll, Columbia County Clerk.