



Columbia County Executive Committee Minutes December 7, 2009

Members Present: Harlan Baumgartner, Richard Boockmeier, Tim O'Neil, Robert Westby, Debra Wopat

Also Present: Susan Moll, Donna Chrzas, Joe Ruf, Mary Saunders, Lyn Jerde (Portage Daily Register)

Meeting called to order by Vice Chair Westby at 8:30 am. The meeting was properly noticed as required by the Wisconsin Open Meetings Law.

Approval of Agenda

Motion by Boockmeier to approve the agenda as printed. Second by O'Neil. Motion carried.

Approval of Minutes

Motion by O'Neil to approve the minutes of the November 2, 2009 Executive Committee regular meeting. Second by Boockmeier. Motion carried.

Students involved with the Future Leaders Active in Government (F.L.A.G.) program joined the meeting. County Board members introduced themselves and gave a brief overview of the Executive Committee functions. Students from the FLAG program introduced themselves.

Chair Wopat arrived at 8:41 am. Wopat outlined her function and role as county board chair. Baumgartner arrived at 8:57 am. Members shared with students why they are serving as members of the board.

Operational Review – Veterans Service Officer

Motion by Baumgartner to approve payment of the November 2009 expenditures for the Veterans Service office. Second by Westby. Motion carried. Boockmeier abstained from voting.

Chzas reported that there is no out of county travel scheduled for January.

Operational Review – County Clerk

Motion by Boockmeier to approve payment of the November 2009 expenditures for the County Clerk's office. Second by Baumgartner. Motion carried.

Moll is planning to attend the early voting hearing in Madison on December 17th.

SVRS Memo of Understanding

Moll reported that a memo of understanding will be sent to the municipalities that rely on Columbia County for the statewide voter registration system support. The fees are based on the municipality's population and the normal tasks associated with the SVRS and have remained unchanged from previous years. There have been situations in the past when incomplete paperwork or poll lists received from relier municipalities created additional work that was not compensated through the normal fee structure. Motion by O'Neil to double the SVRS fees for relier municipalities that do not provide correct and complete paperwork to the County Clerk's office on a timely manner. Second by Boockmeier. Motion carried.

Committee Appointments

Motion by O'Neil to appoint Sue Martin and Carol Ziehmke to the County Library Systems Board for a three year term to expire in December 2012. Second by Boockmeier. Motion carried.

Motion by Baumgartner to appoint Sue Martin to the South Central Library Systems Board for a three year term to expire in December 2012. Second by O'Neil. Motion carried.

Position Replacement Request

Mary Saunders requested to replace the legal assistant/investigator position that will be vacant due to a staff retirement. Motion by Westby to approve Mary Saunder's request to replace the legal assistant/investigator position in the Child Support Office. Second by O'Neil. Motion carried.

2010 Furlough Days

Joe Ruf clarified that the furlough days were approved by the passing of the 2010 budget. Additional action is not required by the board. The designated furlough days are considered unpaid days, no vacation, personal or compensatory time can be used. The Columbia Health Care Center and Sheriff's department are exempt from the furlough days. The Highway and Solid Waste departments will establish their furlough days.

Mary Saunders stated that the Child Support office could lose approximately \$67,000 in funding with the implementation of the unpaid days. The criteria for the funding state that the office must spend more than the previous year to receive the funds. The unpaid hours will be a salary savings of approximately \$10,000. Without the additional funding, the county could lose approximately \$57,000.

Private Contractor for Mail Processing

Joe Ruf has received some inquiries from court staff regarding the proposed mailing service and the legalities of a private contractor handling confidential mail. Ruf stated that it will not be an issue for a private contractor to process confidential mail. It was also clarified that the mailing service is on a trial basis for the year. If there are unforeseen issues, the service can be cancelled with a 30 day notice. The new mail process will be closely monitored. Moll also stated that a representative from the mailing service will be available on Monday, December 21st to address concerns and discuss the new mail process.

Chair's Comments

Wopat shared correspondence received regarding the 2010 Census, WCA conference ideas, DNR notices and resolutions from other counties.

Set Next Meeting Date

The next regular meeting of the Executive Committee has been set for Monday, January 11, 2010 at 9 am.

Motion by Boockmeier to adjourn a 10:57 am. Second by Baumgartner. Motion carried.

Respectfully Submitted,

Richard C. Boockmeier
Executive Committee Secretary

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