

EXECUTIVE COMMITTEE MEETING MINUTES

DATE Tuesday, August 5, 2014

TIME: 8:00 a.m.

PLACE: Room 115, Wood County Courthouse

PRESENT: Hilde Henkel, Trent Miner, Peter Hendler, Donna Rozar, Lance Pliml

OTHERS PRESENT (for part or all of meeting): Michael Martin, Marla Cummings, Terry Rickaby, Dennis Polach, Sue Kunferman, Bill Leichtnam, Bill Clendenning, Amy Kaup, Samantha Joanis, Terry Stelzer, Kathy Roetter, Jo Timmerman, Randy Dorshorst, Peter Kastenholz, Karen Madden, Doug Passineau, Connie Janowski, Paula Tracy

The meeting was called to order at 8:00 a.m. by Chairman Miner.

Public Comment - No comments from the public

Consent Agenda – No additions or corrections to the consent agenda

Motion (Rozar/Hendler) to approve the consent agenda as presented. Motion carried unanimously.

Supervisor Rozar began the discussion regarding the Ad hoc Space Needs Implementation Committee recommendations. The first part of the discussion centered on the remodeling costs and rent rates for the new tenants at the Wood County Annex and Health Center in Marshfield. It was the consensus of the Executive Committee to direct the affected parties to find a workable solution. The discussion shifted to Human Services renting space at City Hall in Marshfield. Supervisor Rozar expressed concern about the possibility that the rented space would someday be unavailable and finding new space in a short period of time could be challenging. It was the consensus of the Committee to direct Corporation Counsel to negotiate a longer lease with the City of Marshfield for the Human Services Department.

County Board Chair Pliml advised the Committee that Corporation Counsel has prepared a request to keep the Courthouse off the State Historical Society list. Planning & Zoning Director Gruenberg will be attending a meeting in Madison to discuss and support this request on behalf of Wood County.

Maintenance Coordinator Rickaby asked the Committee for direction on the future of the Courthouse Annex building. The only use it has provided over the last two years has been for storage. The building is deteriorating and will need repairs. The Committee directed Rickaby to remove any property of value prior to disconnecting the heat before winter.

Safety Director Stelzer updated the Committee on recent hail damage to county property and answered questions regarding his Letter of Comments.

Information Systems Director Kaup presented an organization chart for the Systems Department. The chart will allow the Network Administrator to dedicate more time to network issues and thereby better serve their customers. Kaup advised the Committee of a satisfaction survey that was recently completed. The results were overall complementary, but there is a need to improve response time. Kaup noted she is working with Corporation Counsel on the JPA (Joint Power Agreement). This will be coming to the Committee in the form of a resolution.

Wellness Coordinator Joanis noted highlights from the Wellness Letter of Comments.

Highway Commissioner Passineau presented a list of projects (list attached) to be completed with the \$4,850,000 borrowing approved by the County Board. There was an extensive discussion on the compelling reasons to borrow the full amount.

Motion (Rozar/ Henkel) to authorize the Finance Director to notify the financial advisor to proceed with bid process for general obligation promissory notes in an amount of \$4,850,000. Motion carried unanimously.

Human Services Director Roetter and Jo Timmerman presented an explanation of Human Services audit deficiency. The direction from Chairman Miner was to fix the problems before the end of 2014.

Finance Director Martin noted no action need on the year-to-date budget and actual reports.

Break at 10:20 a.m. reconvened at 10:45 a.m.

Human Resources

Connie Janowski reviewed the preliminary 2015 Human Resources budget. She highlighted several areas of the budget that decreased, and overall, the impact of the preliminary 2015 Human Resources budget on the tax levy is -1.83%. Mike Martin provided input in creating a non-lapsing account for the Labor Relations account because of the unpredictable fluctuations of legal fees from one year to the next. The carryover would be reviewed each year. The consensus of the Executive Committee is to move forward and modify the Labor Relations account for budget review.

In reviewing the status of casual positions and the 2015 wage plan, Janowski provided the Committee with a list of individuals in casual positions currently in the wage plan at Step one. She recommended individuals in a casual position at Step one receive the 2015 across-the-board increase. The Committee concurred and requested that Finance Department be notified to adjust those wages in the budget.

She also discussed those employees at Step 11 or above. Again, the Committee concurred with her recommendation that anyone at or above Step 11 will be adjusted to the new Step 11 in January 2015 if it is greater than their current amount. If employees are already above that, there will be no adjustment

The wage plan provides that employees are usually hired at Step one and move up one step at the start of the first full pay period following January 1st. Ms. Janowski suggested an eligibility cut off point prior to the end of the year because there is not time for employees to have a completed and processed review by then. Furthermore, she recommended that anyone hired October 1 through December 31 not be eligible for a January 1st step increase. The Committee's consensus was to support Ms. Janowski's recommendation on a go forward basis.

Motion (Hendler/Pliml) to go into closed session at 11:10 a.m. pursuant to §19.85 (1)(f), Wis. Stats., to discuss an update regarding an employee's complaint.

Motion carried by roll call vote.

Motion (Hendler/Henkel) to return to open session at 11:15 a.m. Motion carried unanimously.

Motion (Pliml/Rozar) to approve a 90 day extension to a leave of absence for an employee. Motion carried unanimously.

Motion (Pliml/Henkel) to adjourn the meeting at 11:17 a.m. Motion carried unanimously. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna Rozar

Donna Rozar, Secretary

Human Resources agenda items minutes taken and prepared by the Executive Committee secretary. Other minutes taken and prepared by Bonnie Nuber. All minutes reviewed by the Executive Committee secretary.

BUTUMINOUS OVERLAYS, SEALCOATS, AND BRIDGES

2015

COUNTY TRUNK	PASER RATING	LOCATION	DISTANCE	COMMENTS (IF ANY)	EST. COST
CTH Y	4	CITY OF MARSHFIELD	0.75	MILES Concrete Joint Repair	\$ 40,000
CTH EE	4	STH 80 TO CTH A	2.00	MILES 2" Overlay & shoulder	150,000
CTH DD	5	STH 34 TO CTH O	3.00	MILES Pulverize & Overlay	375,000
CTH K	5	MILL CREEK TO USH 10	2.50	MILES 2" Overlay & shoulder	160,000
CTH AA	5	NEKOOSA CL TO PLANK HILL	2.10	MILES Wedge & Overlay (1 1/2")	193,000
CTH H	3	BLUE BERRY TO CTH N	2.21	MILES RECONSTRUCT	1,600,000
CTH Q	5	CTH D TO STH 73	5.60	MILES PULVERIZE AND PAVE (BIA)	700,000
CTH Z	4	ADAMS COUNTY LINE TO STH 73	4.40	MILES PAVED SHOULDER	550,000
CTH V	5	STEFFEK ROAD - PROGRESS ROAD	2.00	MILES Pulverize, resurface (22'X3")	180,000
CTH HH	7	VESPER TO CTH N	0.15	MILES Bridge Approaches	13,500
CTH B	-	BRIDGE S OF US 10		ENGINEERING	50,000
CTH GG	5	STH 173 TO STH 54	1.77	MILES Topcoat and Shoulders	130,000
CTH N	4	STH 80 TO CTH T	4.10	MILES Recondition, Mill, and Pulverize	600,000
CTH N	5	CTH T TO CTH E	2.50	MILES Recondition, Mill, and Pulverize	365,000
TOTAL BEFORE REIMBURSEMENT					5,106,500
BIA REIMBURSEMENT (CTH Q)					(320,000)
TOTAL PROJECTS COST					\$ 4,786,500
			33.08	TOTAL MILES	