

## EXECUTIVE COMMITTEE MEETING MINUTES

**DATE:** Tuesday, December 4, 2012

**TIME:** 8:00 a.m.

**PLACE:** Room 115, Wood County Courthouse

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

**OTHERS PRESENT:** Karen Madden, Doug Machon, Dennis Polach, Ruth Moody, Kenneth Curry, Bill Clendenning, Terry Stelzer, Amy Kaup, Terry Rickaby, Mike Martin, Brent Vruwink, Doug Passineau, Jim Alfred, Sue Kunferman, Karen Kubisiak, Bonnie Nuber, Amy Slattery, Samantha Joanis, Peter Manley, Rock Larson, Gary Popelka, Peter Kastenholtz, Bill Winch, Ed Reed, Paula Tracy, Kathy Roetter, Barb Petkovsek

### **BUSINESS**

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

**Public Comment** – No comments from the public.

**Consent Agenda** - No comments, questions, or corrections were voiced.

**Motion (Rozar/Hendler) to approve the consent agenda. Motion carried.**

Information Systems Director Kaup reviewed her letter of comments with the Committee.

Maintenance Coordinator Rickaby reviewed his letter of comments with the Committee.

Risk Management Director Stelzer reviewed his letter of comments with the Committee. Stelzer presented a draft letter to departments outlining procedure to provide information to department heads and committee chairs on injuries and property/vehicle damage.

Wellness Coordinator Joanis reviewed her letter of comments and noted the *Maintain Not Gain* program is in progress.

Treasurer Kubisiak presented a resolution to authorize an agreement with a property owner to waive interest and penalties on back taxes in return for the owner cleaning up the contaminated property and paying back taxes. This is permitted by state statutes.

**Motion (Rozar/Hendler) to approve the resolution to authorize the Executive Committee to enter into an agreement with a property owner whereby the owner agrees to clean up the contaminated property and pay all back taxes owed in exchange for the county waiving the right to collect interest and penalties on the back taxes and forward the resolution to the County Board for consideration. Motion carried unanimously.**

Finance Director Martin presented a resolution to show elements of committed governmental fund balance projected as of December 21, 2012. He also presented 10 budget amendment resolutions for 2012.

**Motion (Pliml/Hendler) to approve the resolution to show elements of committed governmental fund balance projected as of December 21, 2012 and forward the resolution to the County Board for consideration. Motion carried unanimously.**

**Motion (Henkel/Rozar) to approve ten resolutions to amend the 2012 budgets of Norwood Health Center, Edgewater Haven, Veterans, Health Department (3 resolutions), Planning & Zoning, Emergency Management (2 resolutions), and County Clerk and forward the resolutions to the County Board for consideration. Motion carried unanimously.**

Jim Alfred gave an update on the reconciliation of Highway fund balances to the general ledger. The project is progressing.

The Committee discussed the amount owed by Village of Biron related to the feasibility study of the business park. Pliml will attend an upcoming Village of Biron meeting to request payment.

A ten minute break began at 8:50 a.m.

### **Human Resources**

Ed Reed provided the Committee with a draft memo of the Carlson/Dettmann Salary Grade Implementation Proposal. Reed reported the department heads met and had a productive meeting resulting in recommendations that were incorporated into the Implementation Proposal. Department heads and County Board Supervisors present provided their opinions regarding the Implementation Proposal. Extensive discussion took place related to this Implementation Proposal. The Committee had further discussion and requested Reed to revise the Implementation Proposal with proposed recommendations. Each County Board Supervisor will receive a copy for review prior to the December County Board meeting.

**Motion (Pliml/Rozar) to forward the Implementation Proposal, with the revisions discussed, to the County Board for consideration. Motion carried unanimously.**

Peter Manley gave an update regarding the Pay for Performance (P4P) project that several department heads are involved with. As the result of one meeting, the group's consensus was that help was needed to guide them through the process so they didn't miss anything. The group's consensus also was to bring in a consultant for guidance. Mr. Manley is coming to the Executive Committee requesting funding for that consultant. After discussion with the Committee, it was decided to put these requests on hold for now.

**Motion (Rozar/Henkel) to go into closed session at 12:12 p.m., pursuant to §19.85 (1)(e), Wis. Stats., to discuss collective bargaining negotiations with WPPA, Deputy Sheriff's Association. Henkel: Aye; Rozar: Aye; Hendler: Aye; Pliml: Aye; Miner: Aye. Motion carried.**

**Motion (Pliml/Rozar) to return to open session, at 12:20 p.m. Motion carried unanimously.**

**Motion (Henkel/Pliml) to go into closed session at 12:21 p.m., pursuant to §19.85 (1)(f), Wis. Stats., to consider a Medical Leave of Absence request. Henkel: Aye; Rozar: Aye; Hendler: Aye; Pliml: Aye; Miner: Aye. Motion carried.**

**Motion (Rozar/Pliml) to return to open session, at 12:27 p.m. Motion carried unanimously.**

Ed Reed updated the Committee on pending projects.

Discussion of a Veterans' hiring preference is held over until next month.

Next month's Executive Committee meeting will be 8:00 a.m., Tuesday, January 8, 2013.

**Motion (Henkel/Pliml) to adjourn the meeting at 12:30 p.m. Motion carried unanimously.**

Respectfully submitted and signed electronically,

*Donna Rozar*

Donna Rozar, Secretary

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