

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, August 04, 2015

TIME: 8:00 a.m.

PLACE: Room 115, Wood County Courthouse

PRESENT: Hilde Henkel, Trent Miner, Donna Rozar,

EXCUSED: Lance Pliml, Peter Hendler

OTHERS PRESENT (for part or all of meeting): Michael Martin, Dennis Polach, William Clendenning, Amy Kaup, Samantha Joanis, Paula Tracy, Bonnie Nuber, Terry Rickaby, Terry Stelzer, Marla Cummings, Lori Heideman, Jason Angell – City of Marshfield, Jason Grueneberg, Joseph Zurflu

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

Public Comment – No public comments

Consent Agenda – No additions or corrections to the consent agenda

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

The Committee received an update from Jason Angell from the City of Marshfield regarding the City's housing development project. Due to unforeseen delays, the project will not be going forward in 2015.

Maintenance Coordinator Rickaby reviewed his letter of comments. The Committee requested Rickaby to provide information to determine the appropriate increase in rent for Marshfield CBRFs. The Committee also authorized Rickaby to begin preparation to fill an upcoming vacancy in staffing due to retirement. The Committee furthermore directed Rickaby to move forward with finding solutions to problems with water on the first floor as well as addressing the issues with the courthouse chiller.

Risk Management Director Stelzer noted highlights in his letter of comments.

Information Technology Director Kaup reviewed her letter of comments. She noted the Network Administrator has resigned and that recruiting for his replacement is a high priority. Kaup informed the Committee of cramped conditions, workflow concerns, and water problems in her Department's offices. She mentioned that the water problem affecting her Department is also affecting Dispatch. Possible options for resolving these problems were discussed. Information will be gathered over the weeks to narrow the options down and move forward with the resolution of these issues.

Wellness Coordinator Joanis gave an update on the Wellness Program.

The Committee considered a resolution presented by Treasurer Kubisiak to accept offer of sale of tax deeded property.

Motion (Rozar/Henkel) to approve the resolution to accept offer of sale of tax deeded property. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Finance Director Martin presented information regarding the 2015 debt issue process, projections, timing, and a resolution to authorize the issuance and award the sale of promissory notes.

Motion (Henkel/Rozar) to approve the resolution authorizing the issuance and to award of the sale of \$6,705,000 general obligation promissory notes series 2015A. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Martin reiterated his concerns with the audit services provided this past year and suggested there is the possibility that the current agreement for next year's services could be terminated amicably. The Committee approved his request to broach the subject with the audit firm.

Break at 9:12 a.m. Meeting reconvened at 9:25 a.m.

Human Resources

Ms. Tracy gave an update regarding recruitment. Interviews for the payroll/benefits position have been completed and the final candidate has been offered the position. We are awaiting that individual's decision. Interviews for the HR Director position will be held in the next week and the final candidates will be interviewed by the Executive Committee.

The HR Department is working with the Finance Department on their 2016 budget. Ms. Tracy would like to thank Finance Director Martin for his assistance with the budget since the HR Department has been short-staffed.

Motion (Rozar/Henkel) to go into closed session at 9:45 a.m. pursuant to §19.85(1)(f), Wis. Stats., to discuss an employee(s) complaint. Henkel-yes; Miner, yes; Rozar, yes. Motion carried.

Motion (Henkel/Rozar) to return to open session at 9:50 a.m. Motion carried unanimously.

Motion (Rozar/Henkel) to adjourn at 9:51 a.m. Motion carried unanimously.

Respectfully submitted and signed electronically by Donna Rozar, secretary

Donna Rozar

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