

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, August 6, 2019
TIME: 8:00 a.m.
PLACE: Edgewater Haven – Conference Room 110
Port Edwards, WI

PRESENT: Doug Machon, Bill Clendenning, Ken Curry, Dennis Polach, Donna Rozar, Adam Fischer, Bill Winch

OTHERS PRESENT (for part or all of the meeting): See attached list.

The meeting was called to order by Chair Machon.

Public Comment – None

Consent Agenda

Pages 8, 13, 14, 31, 34, 35, 40, 45, 73, 75, 76, 79, 83, and 85 were pulled from the consent agenda for discussion.

Motion (Fischer/Curry) to approve the Consent Agenda, excluding the items requested pulled for discussion. Motion carried unanimously.

Supervisors Clendenning, Winch, and Fischer asked for clarification on several items within the packet. Discussion ensued. Various Department Heads answered general questions pertaining to their departments.

Motion (Rozar/Fischer) to approve the pulled items from the Consent Agenda. Motion carried unanimously.

Nancy Turyk from UW Extension reported the SolSmart gold designation is close to being met. She estimates the County should have more than enough points for Gold designation.

Turyk reported the County strategic plan is waiting on Department Head input which will be done after budgets are completed.

Facilities Manager Van Tassel reported the Renewable & Sustainable Committee (R&S) had their first meeting. Discussion ensued. Van Tassel indicated the R&S Committee will present grant proposals at the next EC meeting.

Supervisor Polach indicated the Maintenance budget had originally allocated funds for some remodeling in the Sheriff's Department, but it was discussed that these funds would be better used to fund a Jail Study.

Motion (Rozar/Polach) to allow funds in the Maintenance budget to be used for a Jail study. Motion carried unanimously.

Treasurer Gehrt presented a resolution for the sale of tax deed property.

Motion (Fischer/Rozar) to accept the resolution for the sale of tax deed property. Motion carried unanimously.

Finance Director Cummings indicated she is looking for approval on the Capital Improvement Plan so she can inform the bonding agent of the amount. Discussion ensued.

Motion (Rozar/Fischer) to approve bonding for 4.8 million. Motion carried unanimously.

Cummings indicated the 2020 Budget is on schedule. Finance is working on salary updates in the new software. Discussion ensued. It was determined that all County budget meetings will be held at the Courthouse on September 15th, 2019 starting at 8:00 a.m.

Cummings stated the new P-Card Policy was distributed to all departments and she answered any questions individual departments had. Discussion ensued regarding reward options. It was determined the rewards allocation discussion will be set for another meeting.

Motion (Clendenning/Rozar) to create a resolution for the P-Card Policy to be brought before the County Board excluding rewards allocation. Motion carried unanimously.

Executive Committee will meet before County Board, August 20, 2019 at 8:45 a.m.

Break at 9:25 a.m. Reconvened at 9:34 a.m.

Human Resources Director McGrath presented the recommendations of the consultant from Carlson Dettmann Consulting for the Salary Grade Appeals submitted by employees earlier this year. Discussion ensued.

Motion (Clendenning/Rozar) to approve the recommendations from the consulting concerning the Salary Grade Appeals. Motion carried. Voting no: Winch

McGrath discussed the upcoming retirement of the Safety & Risk Manager in November of this year. McGrath explained that by beginning the recruitment process soon, there will be time for the replacement to spend time shadowing the current Safety & Risk Manager. McGrath then stated she believes bringing the Safety & Risk Manager position into the HR Department would provide efficiencies to the County and save money. Discussion ensued.

Motion (Clendenning/Fischer) to move the Safety & Risk Manager position into the Human Resources Department. Motion carried unanimously.

McGrath presented a document detailing the insurance premiums for 2020. McGrath explained the per employee per year health insurance cost increase by 9.28%; however, dependent upon what employees are currently enrolled in and what they elect for 2020, they could see anywhere from a 27% increase to a 20% decrease to their health insurance premiums. Discussion ensued.

Motion (Clendenning/Rozar) to approve the proposed 2020 insurance premiums presented by HR Director McGrath. Motion carried unanimously.

Machon further explained the 12th Street property listed on his Administrative Coordinator's Report. Moreover, he reported he had a conversation with the realtor and that there is a prospective renter for a portion of the space. Facilities Manager Van Tassel met with the realtor to discuss small adjustments to the space that would be required. Any decision to be made regarding the 12th Street property will come before this Committee.

Agenda items for next meeting: Review of third floor space in Courthouse
Investment Advisor presentation (Bob Moore)

There will be a special Committee meeting on August 23, 2019 in Room 114 of the Courthouse for presentations from the prospective consultants for the 2020 Classification & Compensation Study.

The next regularly scheduled Committee meeting is Tuesday, September 3, 2019 in Room 114 of the Courthouse.

The Chair declared the meeting adjourned at 9:58 a.m.

Respectfully submitted and signed electronically,

Donna M. Rozar

Donna M. Rozar
Secretary

Human Resources agenda item minutes taken and prepared by Kelli Quinnell. Other minutes taken and prepared by Nicole Gessert. All minutes reviewed by the Executive Committee (EC) secretary. Minutes in draft form until approved at the next EC meeting.