



MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1
SPARTA, WISCONSIN 54656
PHONE 608-269-8705
FAX 608-269-8747
www.co.monroe.wi.us

AMENDED NOTICE OF MEETING

COMMITTEE: **ADMINISTRATION & PERSONNEL COMMITTEE**

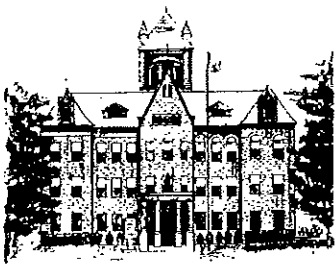
TIME: 9:00 a.m.
PLACE: Rolling Hills Activity Room
14345 County Hwy B
Sparta, WI 54656
DATE: **Tuesday, November 8, 2016**

SUBJECT MATTER TO BE CONSIDERED

1. Call to order/Roll call
2. Next Month's Meeting Date/Time
3. Minutes approval – October 11, 2016
4. County Administrator Resignation – Discussion/Action
5. County Administrator Monthly Report
6. Personnel Director Report
7. Pay for Performance Discussion
8. Management Resignation Discussion
9. Veteran's Service Line Item Transfer – Discussion/Action
10. Child Support Directors Report
11. Election Budget Adjustment – Discussion/Action
12. Monthly Expenditure Review
13. Next Month's Agenda Items
14. Adjournment

Wallace Habegger, Committee Chair
Date notices mailed: 11/04/2016

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.



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1. Call to order/Roll call
2. Next Month's Meeting Date/Time
3. Minutes approval – October 11, 2016
4. Veteran's Service Line Item Transfer – Discussion/Action
5. Child Support Directors Report
6. Review of County Ordinances for Updates and Additions
Record Retention Update – Discussion/Action
7. County Administrator Monthly Report
8. County Administrator Resignation
9. Personnel Director Report
10. Pay for Performance Discussion
11. Management Resignation Discussion
12. Election Budget Adjustment – Discussion/Action
13. Monthly Expenditure Review
14. Next Month's Agenda Items
15. Adjournment

Wallace Habegger, Committee Chair
Date notices mailed: 11/03/2016

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.

Administration & Personnel Committee
October 11, 2016

Present: Wallace Habegger, Carol Las, Pete Peterson, Mary Von Ruden; Sharon Folcey absent
Others: Catherine Schmit, Ken Kittleson, Ed Smudde, Andrew Kaftan

The meeting was called to order in the Rolling Hills Activity Room at 9:00 a.m.

- Next Month's Meeting Date/Time – Discussion. November 8, 2016 at 9:00 a.m. in the Rolling Hills Activity Room.
- Minutes Approval – Motion by Mary Von Ruden second by Carol Las to approve the 09/08/16 & 09/13/16 minutes. Carried 4-0.
- Amending County Ordinances to Continue to Address the Board Size Reduction – Andrew Kaftan explained the need to work on records retention policy.

The Sheriff will be presenting an ordinance change to the Public Safety Committee.

A Courthouse security ordinance will be looked at.

- County Administrator, Purchasing Coordinator Credit Card – Catherine Schmit explained the need for a \$2,500.00 credit card for Lisa Hanson, Purchasing Coordinator. Discussion. Motion by Carol Las second by Mary Von Ruden to approve credit card. Carried 4-0.
- Catherine Schmit provided the monthly County Administrator Report.
- County Administrator Conference/Training Requests – None
- Ken Kittleson provided the monthly Personnel Director's Report.
- Health Insurance Renewal – Ken Kittleson explained the health insurance bid process. Ken recommended to stay with our current carrier, Health Tradition at a 4% cap. Discussion. Motion by Pete Peterson second by Mary Von Ruden to remain with Health Tradition at a 4% cap. Carried 4-0.
- Resolution Authorizing Contract Settlement for the 2017-2018 Collective Bargaining Agreement between Monroe County and the Monroe County Professional Police Association – Ken Kittleson explained the resolution provides a 2% across the board wage increase for 2017 & 2018 and uniform allowance for an additional \$50 per year in 2018. Discussion. Motion by Pete Peterson second by Carol Las to approve resolution and forward to the full county board. Carried 3-0.
- The monthly expenditure report was provided to members via iPad's.
- Items for next month's agenda – Pay for Performance, Resignations.
- Motion by Carol Las second by Mary Von Ruden to go into closed session. Mary Von Ruden, Pete Peterson, Carol Las and Wallace Habegger all voted yes.
- Closed Session per WI Statute 19.85(1)(c) to conduct County Administrator Contract.
- Motion by Mary Von Ruden second by Carol Las to return to open session. Mary Von Ruden, Pete Peterson, Carol Las and Wallace Habegger all voted yes.

There was action taken in the closed session for the Administrator's Contract. The committee voted to have the Administrator pick up one half of the retirement costs; the Administrator wages then would increase the like amount.

- Chair Habegger withdrew the following agenda item - Closed Session under 19.82(1) of the Bargaining Subcommittee to discuss bargaining strategy with the Monroe County Professional Police Association.
- Motion by Mary Von Ruden second by Pete Peterson to adjourn at 10:25 a.m. Carried 4-0.

Shelley Bohl, County Clerk
Recorder