

Administration & Personnel Committee  
January 14, 2020

Present: Pete Peterson, Sharon Folcey, Mary Von Ruden, Cedric Schnitzler, Mark Halverson  
Others: Tina Osterberg, Ed Smudde, Hannah Olsen, Rob Conroy, Jeremiah Erickson, Ron Hamilton, Deb Brandt, Debra Carney

The meeting was called to order in the Monroe County Board Assembly Room at 9:00 a.m. by Chair Pete Peterson.

- Next Month's Meeting Date/Time – The next meeting is Tuesday, February 11, 2020 at 9:00 a.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Mary Von Ruden second by Sharon Folcey to approve the 12/10/19 minutes. Carried 5-0.
- Land Records Budget Adjustment - Motion by Mark Halverson second by Sharon Folcey to approve budget adjustment. Jeremiah Erickson explained 2020 budget adjustment in the amount of \$5,000.00 for GIS Server Replacement and configuration. Discussion. Carried 5-0.
- Economic Development Coordinator Position – Tina Osterberg, County Administrator explained that the Economic Development Coordinator position was discussed at the January Economic Development Committee meeting. Currently we are working to get the websites transferred over. Discussion. This item will be taken up at the February Economic Development Committee meeting. An update will be provided next month.
- Personnel –
  - a. New Position Request/Resolution Authorizing Dementia Care Specialist in Monroe County – Ron Hamilton, Human Services Director explained the need for the hiring of a Dementia Care Specialist. State grants would avoid tax levy funding. Discussion. Motion by Mark Halverson second by Sharon Folcey to approve resolution and forward to the full board for approval. Carried 5-0.
  - b. Resolution Setting Salaries for County Clerk, Register of Deeds and County Treasurer for the 2021-2024 Term of Office – Motion by Cedric Schnitzler second by Mark Halverson to approve resolution and forward to the full board for approval. Chair Pete Peterson opened floor for discussion. An email was forwarded to committee members from Treasurer, Deb Carney. Concerns addressed from her email were in regards to a 2% increase when percentage rates for department heads are higher; the second concern is that all officials should be making the same salary. Discussion. Carried 5-0.
  - c. Ed Smudde provided the monthly Personnel Director Report.
- Tina Osterberg provided the Monthly Administrators Report.
- IT Director – Tina Osterberg, County Administrator announced that the new IT Director is Rick Folkedahl.
- Next Month's Agenda Items – County Clerk Election Budget Adjustment, IT Budget Adjustment, Economic Development Coordinator Update, Closed Session regarding County Administrator Evaluation.
- Motion by Mary Von Ruden second by Mark Halverson to adjourn at 10:16 a.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk  
Recorder