

Administration & Personnel Committee
December 10, 2019

Present: Pete Peterson, Sharon Folcey, Mary Von Ruden, Cedric Schnitzler, Mark Halverson
Others: Tina Osterberg, Ed Smudde, Steve Peterson, Pamela Pipkin, Jeremiah Erickson, Wes Revels, 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, January 14, 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 11/12/19 minutes. Carried 5-0.
- Steve Peterson provided the monthly Economic Development Coordinator Report.
- Economic Development Coordinator Position – Tina Osterberg, Monroe County Administrator explained that at this time that there are no funds for the Economic Development position. Calls will be streamed through the County Administrator. Discussion. Suggestions included looking into a county position in the future. It was further discussed to first look at what role the surrounding cities play, Hidden Valleys, Regional Planning, etc., before moving forward in order to eliminate duplicate services.
- Land Information -
 - a. 2020 WI Regional Orthophotography Consortium Agreement
 1. Intergovernmental Support Agreement (IGSA) between the United States and Monroe County, Wisconsin Regarding Light Detection and Ranging (LiDAR) and Aerial Photography Services – Jeremiah Erickson provided and explained the Intergovernmental Support Agreement. Motion by Sharon Folcey second by Mark Halverson to approve Intergovernmental Support Agreement (IGSA) between the United States and Monroe County. Carried 5-0.
 2. Professional Services Agreement for Geospatial Service with Ayres Associates – Jeremy explained the Geospatial Service. Motion by Mark Halverson second by Sharon Folcey to approve Professional Services Agreement for Geospatial Service with Ayres Associates. Discussion. Carried 5-0.
 3. Memorandum of Understanding with the City of Sparta – Jeremy explained Memorandum of Understanding with the City in the amount of \$6,650.00. Motion by Mark Halverson second by Sharon Folcey to approve Memorandum of Understanding with the City of Sparta. Carried 5-0.
 4. Memorandum of Understanding with the City of Tomah – Jeremy explained Memorandum of Understanding with the City in the amount of \$4,900.00. Motion by Mark Halverson second by Sharon Folcey to approve Memorandum of Understanding with the City of Tomah. Discussion. Carried 5-0.
 - b. Wisconsin Land Information Program 2020 Base Budget, Training & Education, and Strategic Initiative Grant Application – Jeremiah explained grant application for training & education for an amount of \$1,000.00; and strategic initiative with an amount available in the amount of \$40,000.00. Motion by Sharon Folcey second by Mary Von Ruden to approve applications for both grants. Carried 5-0.
- Child Support –
 - a. Pamela Pipkin provided the Director Report
 - b. 2019 Revenue Update – Pamela explained that revenue is low for the year and that the department may not make budget. She will keep the Administrator and Finance Director updated.
 - c. Request for Line Item Transfer – Pamela explained the 2019 line item transfer in the amount of \$400.00 for mileage. Motion by Sharon Folcey second by Mary Von Ruden to approve line item transfer. Carried 5-0.
- Personnel –
 - a. Ed Smudde provided the monthly Personnel Director Report.
 - b. Resolution to Set Elected Official Rates for Next Term in Office – Ed Smudde provided a draft resolution to members. A state wide comparison by office was also provided. Rates must be set before April 15, 2019. Discussion. This item will be further reviewed by supervisors and revisited next month.

- Tina Osterberg provided the Monthly Administrators Report.
- Next Month's Agenda Items – Resolution Setting Salaries for the County Clerk, Register of Deeds and County Treasurer for the 2021-2024 Term of Office; Economic Development Coordinator Position.
- Motion by Mark Halverson second by Mary Von Ruden to adjourn at 10:00 a.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder