

Administration & Personnel Committee

April 11, 2017

Present: Wallace Habegger, Pete Peterson, Mary Von Ruden, Sharon Folcey

Absent: Carol Las

Others: Jim Bialecki, Ken Kittleson, Charles Weaver, Andy Kaftan, Jeremiah Erickson

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

- Next Month's Meeting Date/Time – The next meeting is May 9, 2017 at 9:00 a.m. in the Rolling Hills Activity Room.
- Minutes Approval – Motion by Sharon Folcey, second by Pete Peterson, to approve the 03/14/17 minutes. Carried 4-0.
- Veteran's Service Request Permission to Use Non-Lapsing Funds for Veteran's Service Health Fair on August 12 in Tomah from 9-3 pm. Charles Weaver explained the details and confirmed that the Veterans Service Commission approved. Motion by Pete Peterson, second by Sharon Folcey to approve. Carried 4-0.
- EO Johnson Print Management Contract Renewal – Jim Bialecki explained the proposal, item to be carried over until next month's meeting.
- Ken Kittleson provided the Monthly Personnel Director's Report.
- Resolution Authorizing Pay and Benefit Adjustments for the Monroe County Administrator - Motion by Pete Peterson, second by Sharon Folcey, to approve resolution and forward to the Finance Committee and full board. Carried 4-0.
- Jim Bialecki provided the County Administrator Monthly Report.
- Highway Wage Increase Discussion – Ken Kittleson explained the Highway Department revisions, and stated there were no wage increases involved, though three Highway Helpers who had assigned sections were reclassified as Section Leaders. Other positions were retitled in the department, and an exception was approved by the County Administrator and Highway Committee that paid leave time would count as hours worked for overtime purposes during the first full pay period of November through the last full pay period of March when highway employees were on-call for snow removal.
- Strategic Plan Discussion – Jim Bialecki discussed possible future building projects and renovations, item to be carried over until next month's meeting.
- Discussion on Resolution in Support of Redistricting – Mary Von Ruden explained the discussion is the result of a constituent's request, purpose is to provide a non-partisan redistricting procedure for the state to follow, committee members reviewed a Lincoln County resolution in support of the procedure, committee discussed and consensus of committee was that it was a state issue, Jim Bialecki will check with the Wisconsin Counties Association as to their recommendations.
- The monthly expenditure report was provided to members via iPad's.
- Items for next month's agenda –
 1. New position request – Veterans' Service
 2. E.O. Johnson print management contract
 3. Strategic planning discussion
 4. Aging the compensation plan
- Motion by Mary Von Ruden, second by Wallace Habegger to adjourn at 10:30 a.m. Carried 4-0.

Ken Kittleson/Personnel Director

Recorder