

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