

Administrative/Executive Committee  
October 13, 2015

Present: Sharon Folcey, James Kuhn, Bruce Humphrey, Pete Peterson, Paul Steele  
Others: Catherine Schmit, Pamela Pipkin, Andrew Kaftan, Bob Janovick

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

- Minutes Approval – Motion by Bruce Humphrey second by Paul Steele to approve the 09/08/2015 minutes. Carried 5-0.
- Pamela Pipkin presented the Child Support Directors Report.
- Care of Veteran's Graves – Catherine Schmit explained that the Care of Veteran's Graves reimbursement is currently being calculated. The Veteran's Service Officer is resigning and has been asked that reimbursements be taken care of before her last day of employment.
- Catherine Schmit provided the monthly County Administrator Report.
- Administrator Conferences/Training Requests – Catherine Schmit asked to attend the WCA Conference on Fraud Risk, Awareness, Prevention, Management and Response next month in Stevens Point. Motion by Bruce Humphrey second by Pete Peterson for attendance. Discussion. Carried 5-0.
- Resolution Amending the County Code to Incorporate Changes to County Committees and Boards due to Reduction of the Monroe County Board Size – Andrew Kaftan provided a draft resolution to all members. The resolution will change the board structure in order to accommodate the change in the board size from 24 to 16. The only cost would be amending the county ordinances. Committee structure would move from 15 standing committees to 11. Discussion. It was suggested to have a chart sent to members for illustration. Motion by Bruce Humphrey second by James Kuhn to present the draft resolution to full board at the next board meeting for feedback, the final resolution would be presented for approval in November. Discussion. Andy will change the draft to include in the therefore paragraph, the effective date of 04/19/16 and in the attachment, #10 Sanitation/Zoning to incorporate land use planning. Carried 5-0.
- Committee Duties Discussion – It was a consensus that the committee duties will be discussed at a later date separate from the reduction of the Monroe County Board Size Resolution.
- County Board Strategic Planning Discussion – Catherine Schmit explained options have been explored at 3 Bears and the Cranberry Country Lodge. The purpose will be for a long range strategic planning, to set priorities and the direction of the county. The committee discussed facilitators, topics and the possibilities of including department heads. Discussion. It was a consensus of the committee to complete a strategic planning session early in 2016.
- The monthly expenditure report will be provided to members via iPad's.
- Next meeting date –November 10, 2015 at 9:00 a.m. in the Rolling Hills Activity Room.
- Items for next month's agenda – Resolution Amending the County Code to Incorporate Changes to County Committees and Boards due to Reduction of the Monroe County Board Size and Strategic Planning.
- Andrew Kaftan explained closed session procedures. Discussion.
- Motion by Pete Peterson second by Bruce Humphrey to go into closed session per WI Statute 19.85(1)(c) to consider the contract and compensation of the County Administrator, both parties to take part. A roll call vote was taken with Folcey, Kuhn, Humphrey, Peterson voting yes; Steele voting no.

- Closed session per WI Statute 19.85(1)(c) to consider the contract and compensation of the County Administrator.
- Motion by Pete Peterson second by Bruce Humphrey to return to open session. A roll call vote was taken with Folcey, Kuhn, Humphrey, Peterson and Steele all voting yes.
- Motion to adjourn by Bruce Humphrey second by Pete Peterson at 12:20 p.m. Carried 5-0.

Shelley Bohl, County Clerk  
Recorder