



MONROE COUNTY BOARD OF SUPERVISORS

NOTICE OF MEETING

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COMMITTEE: ADMINISTRATION &
PERSONNEL COMMITTEE
TIME: 9:00 a.m.
PLACE: Monroe County Justice Center
Monroe County Board Assembly Room
South Side/Oak Street Entrance
1st Floor – Room #1200
112 South Court Street
Sparta, WI 54656
DATE: Tuesday, May 12, 2020

****PUBLIC:** Due to the COVID-19 Pandemic, please access the meeting remotely:

<https://monroecountywi.webex.com>
Meeting Number: 964 337 910

or

Join by phone: +1-408-418-9388 United States Toll
Access Code: 964 337 910

SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Election of Vice-Chair – Discussion/Action
3. Establishment of Monthly Meetings Date/Time – Discussion/Action
4. Minutes Approval of March 10, 2020 and March 19, 2020
5. Information Technology Director Report
6. Personnel
 - Director Report
 - COVID-19 Policies and Practices Review
7. County Administrator Report
 - COVID-19 Update
8. Next Month's Agenda Items
9. Adjournment

Wallace Habegger, Committee Chair

Date notices mailed: May 7, 2020

Due to the COVID-19 Pandemic, the Monroe County Board will be following CDC recommendations. We will keep distancing of at least 6 feet. Sanitizers will be on location. We ask that if you are running a temperature or not feeling well, please do not place others at risk.

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.

Administration & Personnel Committee

March 10, 2020

Present: Pete Peterson, Sharon Folcey, Mary Von Ruden, Cedric Schnitzler, Mark Halverson
Others: Tina Osterberg, Ed Smudde, Charles Weaver, Richard Folkedahl, Pam Pipkin, Deb Brandt, Wes Revels, Debra Carney, Andy Kaftan, Hannah Olsen

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, April 14, 2020 at 9:00 a.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Mark Halverson second by Sharon Folcey to approve the 02/11/20 minutes. Carried 5-0.
- Child Support Director Report – Pam Pipkin gives director report. Present at WCA Health and Human Services steering committee. \$4 mil GPR. Very receptive group. Discussion with governor.
- Register of Deeds Director Report – Deb Brandt provided the Register of Deeds Report.
- Veterans Services
 - Officer Report – Charles Weaver gave Veteran Services Officer Report. – Notified committee of new Assistant Veteran Services Officer member Nicholas Roseck.
 - Commemoration of 50th Anniversary of Vietnam War – Working on giving certificates and medallions that we will honor those from Vietnam.
 - Request for Credit Card Approval - \$1,000 for the new AVSO. Motion to amend to \$1,000 by Mark Halverson second by Sharon Folcey, all voted 5-0 yes. Motion to approve as amended by Mark Halverson second by Mary Von Ruden, all voted 5-0 yes.
- Rick Folkedahl provided the Information Technology Director's Report.
- Personnel
 - Ed Smudde provided the Personnel Director Report.
 - New Position Request/Sheriff's Department – Brief description as to need was given by Ed Smudde and Wes Revels. Motion to approve Cedric Schnitzler, Second by Mark Halverson, all those in favor 5-0 yes.
 - Resolution Setting Salaries for County Clerk, Register of Deeds and County Treasurer for the 2021-2024 Term of Office – Discussion by Ed Smudde, questions by members, and discussion by Andy Kaftan as to what resolution, and discussion on sending the original suggested resolution to the floor with a 2% across the 4 years without wage adjustment. Motion to create another resolution with a 2% increase for all elected officials stated in resolution by Cedric Schnitzler, second by Mark Halverson, all members voted 5-0 yes.
- Tina Osterberg gives monthly Development Coordinator Update – Mark Halverson mentioned Economic Development meeting is this coming Friday, and will be leaving everything open until we get new board members in place for next steps.
- Tina Osterberg provided the Monthly Administrators Report.
- Next Month's Agenda Items – 4/14/2020 no items at this time.

Motion by Mary Von Ruden second by Sharon Folcey to move into closed session. Roll Call Vote: Pete Peterson, Sharon Folcey, Mary Von Ruden, Cedric Schnitzler, Mark Halverson all voted yes at 10:11 AM

- Closed Session per WI Statutes 19.85(1)(c), considering employment promotion compensations or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility – to complete County Administrator's Performance Evaluation.
- Motion by Mary Von Ruden second by Cedric Schnitzler to return to open session and adjourn at 10:35 a.m. Roll Call Vote: Pete, Peterson, Sharon Nelson, Mary Von Ruden, Cedric Schnitzler, Mark Halverson all voted yes. Meeting adjourned.

Ed Smudde/Personnel Director
Recorder

Administration & Personnel Committee
March 19, 2020

Present: Pete Peterson, Sharon Folcey, Mary Von Ruden, Cedric Schnitzler, Mark Halverson
Others: Tina Osterberg, Gregg Vinslauski, Dean Peterson, Rod Sherwood, Jim Schroeder, Paul Steele, Deb Brandt, Mary Cook, Charles Weaver, Wes Revels, Kevin Croninger, Judge Ziegler, David Pierce

The meeting was called to order in the Monroe County Board Assembly Room at 5:40 p.m. by Chair Pete Peterson.

- Resolution 03-20-01 Declaring State of Emergency in Monroe County due to the COVID-19 Pandemic – Motion by Mark Halverson second by Sharon Folcey to approve the resolution and forward to the full board for approval. Carried 4-1. District Attorney, Kevin Croninger provided a proposed amendment to the resolution. Discussion. Motion to amend by Cedric Schnitzler second by Mark Halverson by adding to line #48: Now, Therefore, Be it Resolved that nothing within this resolution should be construed in any way which limits the constitutional and statutorily granted Powers of the Judiciary, the Sheriff, the District Attorney or any other county office which is granted authority either by the Constitution or Statute. The resolution as amended passed 5-0.
- Pete Peterson adjourned the meeting at 5:48 p.m.

Shelley Bohl, County Clerk
Recorder