

## EXECUTIVE & PERSONNEL COMMITTEE MINUTES

COMMITTEE: JOINT EXECUTIVE & PERSONNEL COMMITTEES  
DATE: MONDAY, NOVEMBER 28, 2016  
TIME: 5:00 PM  
PLACE: COUNTY BOARD ROOM

### CALL TO ORDER

Chairman Millan called the meeting to order at 5:00 p.m. and read the agenda.

### ROLL CALL

Members Present: Chaney, Collins, Connors Jr., Dailey, Lukas, Millan, & Shaffer

Absent:

Others present: Nora Matuszewski, Christy Conley, & Pam Labine

### APPROVE AGENDA

Motion by Collins to approve the agenda as presented, seconded by Lukas. All present voting AYE. Motion carried.

### APPROVE MINUTES FROM THE NOVEMBER 4, 2016 EXECUTIVE & NOVEMBER 14, 2016 EXECUTIVE & PERSONNEL MEETING

Motion by Chaney to approve the minutes of the November 4, 2016 Executive meeting, seconded by Connors. All present voting AYE. Motion carried.

Motion by Dailey to approve the minutes of the November 14, 2016 Executive & Personnel meeting, seconded by Collins. All present voting AYE. Motion carried.

### CLOSED SESSION

Motion by Dailey to adjourn into closed session pursuant to Wis. Stat. §19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. This closed session relates to:

- a) Employee Separation Benefits
- b) Outside Complaint of Employee

Seconded, by Connors. Roll call vote Collins AYE, Chaney AYE, Connors AYE, Dailey AYE, Lukas AYE, Millan AYE, and Shaffer AYE. Motion carried.

### RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION

- a) Motion by Collins to return into open session, seconded by Dailey. All present voting AYE. Motion carried.

Motion by Collins to approve payment that was paid out to Jail employee, seconded by Chaney. All present voting AYE. Motion carried.

Motion by Collins to follow handbook on vacation pay-out for Highway employee, seconded by Chaney. All present voting AYE.

Motion by Collins to send out notice to employees concerning pay-outs of past employees and procedure for going forward, as well as bringing a

resolution to full county board to amend the handbook to change the pay-out for sick leave to follow the same pay-out procedure as vacation, seconded Lukas. All present voting AYE. Motion carried.

b) No action taken

#### DISCUSS AND APPROVAL OF RESOLUTION FOR APPROPRIATING FUNDS TO PAY FOR THE ADRC BUILDING

Motion by Collins to approve a resolution for appropriating funds to purchase the ADRC after building is properly inspected, seconded by Lukas. All present voting AYE. Motion carried.

#### DISCUSS WITH TREASURER ON CD'S THAT ARE COMING DUE AND HOW TO PROCEED

The Treasurer has one CD that is coming due in December and a few more that are coming due in 2017, she reached to the three local banks for interest rates for renewal and received two back. The highest rate of return was from the Laona State Bank for a 3-year, 1.30% return. The committee would like the Treasurer to check with the banks on a shorter term renewal, as there is a good probability the rates will be going up in the next 6 months. The Treasurer will check on a shorter term and bring it back to the next meeting on November 30, 2016.

#### DISCUSS AND POSSIBLE APPROVAL OF ADDITIONAL MEMBERS TO BE PLACED ON LAND SALES COMMITTEE

Motion by Collins to appoint Dave Campbell and William Chaney to the Land Sales Committee, seconded by Connors. All present voting AYE. Motion carried.

#### APPROVE PRIORITIZING LIST OF CONCERNS FROM DEPARTMENT HEAD MEETINGS

The committee members are each taking departments to begin discussing with them on prioritizing their concerns.

CVSO-Chaney

Highway Department-Lukas

Child Support-Collins

Jail-Shaffer

Clerk of Courts-Connors

Treasurer-Collins

Health-Millan

Zoning-Millan

Clerk-Matuszewski

UW Extension-Millan

Social Services-Millan

DA-Connors

Judge-Connors

Sheriff-Shaffer

Forestry-Chaney

Building & Maintenance-Lukas

ADJOURNMENT

There being no further business, motion by Connors to adjourn, seconded by Collins. All present voting AYE. Motion carried. Meeting adjourned at 6:40 p.m.

- These minutes are not official and are subject to change. They will be officially approved at the next scheduled Personnel and Finance meetings.