

FINANCE AND PERSONNEL COMMITTEE Monday, January 4, 2010 – 6:30 p.m. Courthouse - County Board Room 412 W. Main St., Ellsworth, WI			
STATE OF WISCONSIN COUNTY OF PIERCE		OFFICE OF ADMINISTRATION 2010-01	
The Pierce County Finance and Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Vice-Chair Holst called the meeting to order at 6:30 p.m.			Meeting convened
The Vice-Chair acknowledged those present and established there was a quorum.			Establish quorum
Members present:	Jim Camery Rich Purdy Paul Barkla Ron Lockwood John Kucinski Dan Reis Jeff Holst	District #2 District #3 District #5 via Polycom District #7 District #8 District #13 District #16	Those present
Excused:			
Also present:	Mel Pittman	District #17	
Vice-Chair Holst called for public comment. There was none.			Public comment
Consent calendar items were reviewed. Motion by Purdy/Barkla to approve consent calendar items: 2a. Establish and approve agenda 2b. Approve minutes of 12/7/09 2c. Treasurer’s report with fund balances in the amount of \$20,667,524.91 effective November 2009 2d. Carry over 2009 Land Conservation fund balance of \$6,500 in line item 101-28-56130-822 2e. Carry over remaining unexpended 2009 Executive Legal funds 2f. Accept WI Land Information Program grant funds and to amend the 2009 budget to create revenue and expenditure line items <i>Motion passed with Reis abstaining.</i>			Consent calendar
Motion by Reis/Kucinski to convene into closed session at 6:36 p.m. pursuant to §19.85(1)(c), WI Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Corporation Counsel annual performance evaluation. <i>Roll call vote unanimously approved.</i>			Closed session
Motion by Barkla/Purdy to return to open session at 6:55 p.m. <i>Roll call vote unanimously approved.</i>			Open session
Motion by Reis/Lockwood to approve a satisfactory performance evaluation for Corporation Counsel and grant a Step increase effective			Corporation Counsel

<p>3/1/10. Supervisor Camery will meet with Corporation Counsel Lawrence to discuss future goals. <i>Motion passed.</i></p>	<p>annual evaluation</p>
<p>Finance & Budget Director J. Brickner addressed the requirements needed to comply with WI Act 28 which requires the County to calculate imputed value for health insurance coverage available 1/1/10 for non-represented and elected employee's dependents up to 27 years of age. The IRS considers the coverage a taxable benefit. Motion by Lockwood/ Camery to approve and adopt the method to calculate imputed income for Wisconsin Act 28, expansion dependent coverage, as 75% of the COBRA single rate. <i>Motion passed.</i></p>	<p>WI Act 28: Imputed income</p>
<p>County Clerk Jamie Feuerhelm addressed bids to purchase received for two tax deed parcels: File #404 and #408. Motion by Reis/Camery to approve bid on parcel #002-01113-0480 received from Marguerite Jacques in the amount of \$7,200 and provide bidder with Quit Claim Deed for said property. <i>Motion passed.</i></p>	<p>Tax deed bids: #404</p>
<p>Motion by Camery/Purdy to approve bid on parcel #276-01303-0700 received from Paul Cudd, Jr. in the amount of \$50,000 and provide bidder with Quit Claim Deed for said property. <i>Motion passed.</i></p>	<p>#408</p>
<p>County Clerk Jamie Feuerhelm addressed a request for approval to re-purchase tax deed property in the Town of Salem. Motion by Reis/ Camery to approve Offer to Purchase in the amount of \$31,028.54 on parcel #026-01025-0610 received from Ronald Wical and provide a Quit Claim Deed to bidder. <i>Motion passed.</i></p>	<p>Re-purchase: #413</p>
<p>Bill Warner, EDC, addressed his draft of a process and timeline for sub-allocation of the County's \$2,548,000 of Recovery Zone Facility Bonds. Warner will be responsible for program and outreach and receipt of letters of intent. Finance & Budget Director Brickner, Corporation Counsel Lawrence and Warner will review the information for compliance and completeness. He reviewed the ranking criteria proposed to determine eligibility for funding. Staff group recommendations will be reviewed with the Finance and Personnel Committee and approved by the County Board. The process would be complete for County Board action on March 23rd. Springsted would be available for some assistance during the process but he did not anticipate much of their time would be needed. Motion by Lockwood/Reis to approve the proposed Recovery Zone Facility Bond allocation process staff, project ranking criteria, and timeline for implementation and recommend same for County Board consideration at the January 26, 2010 meeting. <i>Motion passed.</i></p>	<p>Recovery Zone Facility Bonds</p>
<p>Supervisor Reis, Building Committee Chair, addressed the revised Maintenance Supervisor position description presented for committee approval. Reis stated that the current employee has given notice of his retirement and the vacancy created presents the opportunity to address any potential deficiencies in the existing duties. He noted that the Building Committee is recommending the position be assigned increased responsibility for budgeting, long-range planning, leadership and participation in major maintenance projects, and monitoring of contractors</p>	<p>Maintenance Supervisor position description</p>

and vendors. Regular work hours will be established at 8:00 a.m. – 5:00 p.m. The Fairgrounds and Groundskeeper will become part of the maintenance department. Motion by Purdy/Lockwood to approve the revised Maintenance Supervisor position description and establish compensation at Grade of 19. <i>Motion passed.</i>	
Supervisor J. Holst presented an oral report from the AC Sub-committee with regard to the position description and duties for AC. He stated the responsibilities of the position are determined by ordinance and the Sub-committee believes the position description as it exists needs only minor revisions to appropriately reflect the functions of job. The group also recommends that the position continue as a full time position. Members agreed the AC position should have the role of doing long range/strategic planning. The members also discussed the importance of a supportive and strong relationship between the AC and the county board supervisors.	AC Sub-committee report
On behalf of the AC Sub-committee, Supervisor Holst stated that some important job skills identified by the members can be included in the requirements for minimum training and experience while the presence of other desirable qualities can only be discovered through the screening and interviewing process.	
Personnel Coordinator Langer was directed to gather information from surrounding counties regarding wages and compensation for their AC.	
Future agenda items: AC position wage and other potential compensation; AC vacancy ads and advertising sites; Discussion on collective bargaining; public bonding priorities.	Future agenda items
Next meeting date: 2/1 at 6:30 p.m. Reis will not be available to attend.	Meeting date
Motion by Camery/Lockwood to adjourn at 8:22 p.m. <i>Motion passed.</i>	

FINANCE AND PERSONNEL COMMITTEE Tuesday, February 16, 2010 – 6:30 p.m. Emergency Operations Center STATE OF WISCONSIN OFFICE OF ADMINISTRATION COUNTY OF PIERCE 2010-02			
The Pierce County Finance and Personnel Committee met in the Emergency Operations Center of the Pierce County Courthouse Annex, Ellsworth, WI. Vice-Chair Holst called the meeting to order at 6:32 p.m.			Meeting convened
The Vice-Chair acknowledged those present and established there was a quorum.			Establish quorum
Members present: Excused: Also present:	Jim Camery Ron Lockwood John Kucinski Dan Reis Jeff Holst Rich Purdy Paul Barkla Bradley Lawrence Nancy Hove Peg Feuerhelm	District #2 District #7 District #8 District #13 District #16 District #3 District #5 Corporation Counsel Sheriff Clerk of Court	Those present
Vice-Chair Holst called for public comment. There was none.			Public comment
Consent calendar items were reviewed. Motion by Camery/Lockwood to approve consent calendar items: 2a. Establish and approve agenda 2b. Approve minutes of 1/4/10 2c. Treasurer’s report with fund balances in the amount of \$18,653,045.52 as of December 2009 2d. Carry over of \$600 from the 2009 Treasurer’s budget for the purchase of a storage cabinet 2e. Approve out-of-state travel to Nashville, TN for Family Living Agent 2f. Approve out-of-state travel to PILD Conference for Supervisor Ross 2g. Authorize 2010 wage increase for temporary employees effective 2/17/10 as follows: Step 1: \$8.30; Step 2: \$9.65; Step 3: \$11.00; and Step 4: \$12.50 <i>Motion passed with Reis abstaining on 2b.</i>			Consent calendar
Corporation Counsel Lawrence led discussion of legislation to authorize borrowing of funds and the issuance and sale of taxable general obligation promissory notes. These are Recovery Zone Economic Development Bonds – Direct Pay. The committee discussed the proposed list of projects to be funded through the bonding and their prioritization with specific interest in proposed funding for county road bridge projects on “F” and “U”. Members acknowledged that the proposed projects could be completed with the bonding at a favorable			RZED Bonds: issuance and sale

<p>interest rate and discussed repayment of the funds. Supervisor Kucinski asked about spending down existing reserves. Motion by Lockwood/Reis to approve the Resolution and issue Recovery Zone Economic Development Bonds in an amount not to exceed \$1,695,000 and forward legislation to the County Board. Lawrence stated that if approved at the County Board meeting then the borrowing process will move forward with a financial company soliciting bids. When that is complete, a subsequent resolution will be brought before the Board to award to successful bidder. He also noted that if the County chooses not to use all of the allocation then there will be a need for another legislative step to defer funds back to the state or sub-allocate to municipalities. <i>Motion passed with Kucinski opposed.</i></p>	
<p>Bill Warner, EDC Director, addressed the committee on progress on the Recovery Zone Facility Bond project. He advised the members of recent legislation that will automatically return the County’s bonding allocation authority to the State Department of Commerce and create a pool for access by projects anywhere in the state unless the County and the prospective bond purchaser send a letter to Commerce by March 1st stating the county’s expectation that a bond sale will take place before June 1st. The state will reserve the allocation unless there are more requests than allocations.</p> <p>Warner stated two letters of interest have been submitted and both developers are working with financial institutions to see what financing might be available on short notice. Motion by Kucinski/Reis to approve the proposed Recovery Zone Facility Bond allocation priorities of #1 Frisbie Properties and #2 Dan Acker, and authorize the County Board Chair to sign a notification letter to the Department of Commerce before March 1 if a developer can secure a bond purchaser letter by that time. <i>Motion passed.</i></p>	<p>RZFB: Allocation</p>
<p>Discussion to establish wages for Clerk of Court and Sheriff for the term of 2011 through 2014. Motion by Lockwood/Reis to adjust the base salary of the Clerk of Court to \$53,974 effective 1/1/11 and approve increases of 2.5% to the 2011 base salary of the Clerk of Court for each of the years 2012, 2013 and 2014, and to approve increases of 2.5% to the 2010 base salary of the Sheriff for each of the years 2011, 2012, 2013, and 2014. Motion by Kucinski to bring Clerk of Court up to \$53,974 effective 1/1/11 and following in 2012 add 2.5%, in 2013 and 2014 add 1% each year. <i>Motion dies for a lack of a second. Original motion passed with Kucinski opposed.</i></p>	<p>2011-14 Clk of Court and Sheriff wages</p>
<p>County Clerk J. Feuerhelm addressed a dog damage claim being presented for payment. He also provided members with additional information from the Chair of Trimble Township in which he states his support for the validity of the claim, even though he is aware the filing of the claimant and the township was untimely. Motion by Reis/Lockwood to approve dog damage claim resolution for Jerome</p>	<p>Dog Damage Claim: Maier</p>

<p>Maier and forward to the full County Board recommending approval and authorization for payment of said claims. <i>Motion passed.</i></p>	
<p>Mary Jo Sutton, Our Neighbor’s Place, Inc. addressed a request from their organization for the County to define “homeless” for Pierce County. Human Services Director T. Kincaid was also present. Ms. Sutton indicated that Pierce County does not have a local definition of “homeless” and, therefore, their shelter program is required to follow the rather tight HUD definition of “homelessness” which leaves their shelter unable to provide services to a needy population that exists locally. A definition that includes individuals that are residing in substandard housing or families temporarily living with family and friends due to a lack of permanent hours will allow this shelter and others to use their monies a little bit broader.</p> <p>Human Services Director Kincaid questioned whether redefining “homeless” might conflict with the county definition and potentially put an additional financial burden on the County. Ms. Kincaid suggested that the Finance & Personnel Committee make certain that this county definition applies to the services of the local shelters and not necessarily the County (HUD) definition. Motion by Kucinski/Camery to approve the resolution defining homeless and forward to the County Board for approval. Motion by Camery/Lockwood to amend paragraph six to strike “for all legal purposes as” and change to “for use by private non-profit shelter programs for” and in paragraph seven to strike “county shelter programs” and change to “shelter programs within the county”. <i>Motion to amend passed. Motion to approve resolution as amended passed.</i></p>	<p>Defining “Homeless”</p>
<p>Motion by Reis/Kucinski to approve the resolution to disallow the claim of Michael and Julie Roundtree and forward to the County Board with a recommendation for approval on a first reading. <i>Motion passed.</i></p>	<p>Disallowance: Roundtree</p>
<p>Motion by Reis/Kucinski to approve the resolution to disallow the claim of Jennie and Brett Sammon and forward to the County Board with a recommendation for approval of the resolution on a first reading. <i>Motion passed.</i></p>	<p>Disallowance: Sammon</p>
<p>Personnel Coordinator S. Langer addressed the data gathered for the committee regarding the position of Administrative Coordinator. The information provided a summary of the administrative structure from 13 surrounding counties. There was discussion regarding the various methods being used by each county to establish compensation and wage adjustments for the executive administrative position and well as the use of employment contracts. Corporation Counsel Lawrence assisted in answering procedural questions raised by the committee members.</p> <p>Members supported the refill of a full time Administrative Coordinator position and discussed whether the information gathered and their recommendation should be presented to the existing County Board or</p>	<p>Administrative Coordinator position</p>

<p>held until the 2010-11 Board members are seated. There was consensus that the existing Board should receive the Finance & Personnel Committee's report and their recommendations so that the history of the position was not lost. Members supported action to contact the Board Chair for approval to add to the February 23rd County Board agenda the status of the Administrative Coordinator position and a recommendation to refill this as a full time position. The report will include a history of activities since the Administrative Coordinator position was vacated. It was noted that minor revisions will be made to the job description.</p>	
<p>Future agenda items: None</p>	<p>Future agenda items</p>
<p>Next meeting date: 3/1 at 6:30 p.m.</p>	<p>Meeting date</p>
<p>Motion by Kucinski/Reis to adjourn at 8:00 p.m. <i>Motion passed.</i></p>	<p>Adjourn</p>

FINANCE AND PERSONNEL COMMITTEE Monday, March 1, 2010 – 6:30 p.m. County Board Room			
STATE OF WISCONSIN COUNTY OF PIERCE		OFFICE OF ADMINISTRATION 2010-03	
The Pierce County Finance and Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chair Barkla called the meeting to order at 6:30 p.m.			Meeting convened
The Chair acknowledged those present and established there was a quorum.			Establish quorum
Members present:	Rich Purdy Paul Barkla Ron Lockwood John Kucinski Dan Reis Jeff Holst Jim Camery	District #3 Polycom District #5 District #7 District #8 District #13 District #16 District #2	Those present
Excused:			
Also present:			
Chair Barkla called for public comment. Supervisor Holst stated he had seen the Sheriff's Department new Command One center and it is a very nice vehicle.			Public comment
Consent calendar items were reviewed. Motion by Purdy/Reis to approve consent calendar items: 2a. Establish and approve agenda 2b. Approve minutes of 2/16/10 2c. Treasurer's report with fund balances in the amount of \$20,694,317.71 as of January 31, 2010. <i>Motion passed.</i>			Consent calendar
IS Director J. Huppert presented a request from the IS Committee for approval to expend Microsoft antitrust lawsuit funds for the purchase of an e-mail system with archiving. Motion by Kucinski/Reis to approve the transfer of \$10,293 from the Microsoft antitrust lawsuit from 2009 to 2010 and have it applied to the new e-mail with archiving solution. <i>Motion passed.</i>			Purchase e-mail archiving system
Brad Roy provided an update of broadband efforts. He stated the second round of broadband grants has been released and the application deadline is March 15 th . This is the last funding opportunity for broadband deployment as a part of the Recovery Act. Roy indicated the requirements for the second round of funding are significantly different from the first round. The County has previously discussed an 80/20 grant match, however, this is no longer an option. The best option is to apply for 75% grant with 25% loan and apply for a waiver of the 25% loan. Information contained in the application would be used to obtain the waiver for the loan application portion.			Broadband update
Roy reported that Rassbach Communications, previous respondent to the RFP, cannot actually fulfill the requirements of the RFP, however, no			

<p>formal agreement was entered into with them. The County has now been approached by Clearwire, a national wireless internet service provider, about working together on the countywide system. They can provide all services we required in the RFP. If the County decides to own the equipment then we need to get out another RFP. An advantage to equipment ownership would be leverage with Clearwire. To move forward without ownership would make Clearwire a co-applicant with the as the County main applicant.</p> <p>Motion by Holst/Reis to authorize staff to work with Clearwire on the broad band effort. <i>Motion passed.</i></p>	<p>Broadband update, cont</p>
<p>LMA/LUC A. Pichotta addressed two issues related to lands zoned as Exclusive Agriculture. He stated the Wisconsin Working Lands Initiative was passed as part of the State’s 2009-2011 biennial budget process. As part of the initiative, Pierce County will need to institute a conversion fee for land rezoned out of Exclusive Agriculture. The fees are intended to discourage excessive rezoning of agricultural land and will be used to help fund state, county and local farmland preservation programs. Motion by Holst/Purdy to approve legislation amending the Land Management Department Fee Schedule to include an Exclusive Agriculture Conversation Fee and to forward to the County Board of Supervisors for approval. <i>Motion passed.</i></p> <p>The second issue was a request from the Land Management Committee to delay implementation of an exclusive agriculture conversion fee. Pichotta stated the LMC supports the delayed implementation of this fee due to the fact that most municipalities in the County have only recently adopted a new comprehensive plan, and the County must, prior to December 31, 2012 adopt a new Farmland Preservation Plan. The FPP will need to be consistent with both the County and Town Comprehensive Plan. Additionally, staff has been working with the Town of Salem to address the issue of a large amount of non-agricultural land within the Town that is inappropriately mapped for preservation. It is hoped these issues would be addressed before instituting a conversion fee.</p> <p>Motion by Holst/Lockwood to approve legislation supporting the delayed implementation of an exclusive agriculture conversion fee and forward to the County Board for consideration. <i>Motion passed.</i></p>	<p>Exclusive agriculture conversion fee</p>
<p>Future agenda items: Litigation update, wage for Maintenance Supervisor, amend Public Health Emergency Response budget</p>	<p>Future agenda items</p>
<p>Meeting date: 3/15 at 6:30 p.m. and 4/5 at 6:30 p.m.</p>	<p>Meeting dates</p>
<p>Personnel Coordinator Langer provided an update on Administrative Coordinator recruitment activities.</p>	<p>AC activities</p>
<p>Motion by Holst/Reis to adjourn at 7:08 p.m. <i>Motion passed.</i></p>	<p>Adjourn</p>

FINANCE AND PERSONNEL COMMITTEE Monday, March 15, 2010 – 6:30 p.m. County Board Room			
STATE OF WISCONSIN COUNTY OF PIERCE		OFFICE OF ADMINISTRATION 2010-04	
The Pierce County Finance and Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chair Barkla called the meeting to order at 6:33 p.m.			Meeting convened
The Chair acknowledged those present and established there was a quorum.			Establish quorum
Members present:	Paul Barkla Ron Lockwood John Kucinski Dan Reis Jeff Holst (6:38)	District #5 District #7 District #8 District #13 District #16	Those present
Excused:	Jim Camery Rich Purdy	District #2 District #3	
Also present:	Bradley Lawrence	Corporation Counsel	
Chair Barkla called for public comments. There was none.			Public comment
Consent calendar items were reviewed. Motion by Reis/Kucinski to approve consent calendar items: 2a. Establish and approve agenda 2b. approve minutes of 3/1/10 2c. Accept amended 2010 Public Health Emergency Response (PHER) budget 2d. Approve out-of-state travel to Chicago for Emergency Management Director 2e. Accept Dept. of Justice grant award of \$9,997 and create budget <i>Motion passed.</i>			Consent calendar
Holst arrives at 6:38.			Holst arrives
Members discussed proposed amendments to Chapter 13, Section 13-6 of the Pierce County Code regarding duties of the Administrative Coordinator and reviewed a draft of the ordinance. Motion by Reis/Lockwood to approve ordinance as drafted. <i>Motion passed.</i>			Amend Ch. 13, §13-6, Pierce County Code
Motion by Holst/Reis to go into closed session at 6:41 p.m. pursuant to § 19.85(1)(c), Wis. Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Maintenance Supervisor compensation recommendation. <i>Roll call vote unanimously approved.</i>			Closed session: Maintenance Supervisor compensation
Motion by Reis/Lockwood to return to open session at 6:46 p.m. <i>Roll call vote unanimously approved.</i>			Open session
Motion by Reis/Lockwood to approve Scott Walker as Maintenance			Maintenance

Supervisor at a wage of Grade 19 Step Min \$50,564.80 and forward the name of Scott Walker to the County Board for confirmation. <i>Motion passed with Kucinski abstaining.</i>	Supervisor compensation
Motion by Holst/Kucinski to go into closed session at 6:48 p.m. pursuant to § 19.85(1)(e), Wis. Stats. for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Consideration of purchase of Dodge property located at 388 W. Grove Street and 420 W. Grove Street in the Village of Ellsworth. <i>Roll call vote unanimously approved.</i>	Closed session: Grove Street properties
Motion by Reis/Lockwood to return to open session at 7:02 p.m. <i>Roll call vote unanimously approved.</i> No action taken.	Open session
Motion by Kucinski/Lockwood to go into closed session at 7:03 p.m. pursuant to § 19.85(1)(g), Wis. Stats. for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: litigation update. <i>Roll call vote unanimously approved.</i>	Closed session: Litigation update
Motion by Kucinski/Reis to return to open session at 7:15 p.m. <i>Roll call vote unanimously approved.</i> No action taken.	Open session
Future agenda items: None	Future agenda items
Meeting dates: 4/5/10 at 6:30 p.m.	Meeting dates
Motion by Holst/Kucinski to adjourn at 7:16 p.m. <i>Motion passed.</i>	Adjourn

Respectfully submitted by Brad Lawrence.

FINANCE AND PERSONNEL COMMITTEE Monday, March 23, 2010 – 6:50 p.m. County Board Room			
STATE OF WISCONSIN COUNTY OF PIERCE		OFFICE OF ADMINISTRATION 2010-05	
The Pierce County Finance and Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chair Barkla called the meeting to order at 6:50 p.m.			Meeting convened
The Chair acknowledged those present and established there was a quorum.			Establish quorum
Members present:	Jim Camery (6:51)	District #2	Those present
	Paul Barkla	District #5	
	Ron Lockwood	District #7	
	John Kucinski	District #8	
	Dan Reis	District #13	
	Jeff Holst	District #16	
Excused:	Rich Purdy	District #3	
Also present:	Bradley Lawrence	Corporation Counsel	
	Jamie Feuerhelm	County Clerk	
Chair Barkla called for public comments. There was none.			
Camery arrives at 6:51 p.m.			Camery arrives
Motion by Lockwood/Reis to create a county committee to assist the U.S. Census Bureau in obtaining an accurate count of Pierce County residents in the 2010 Census year. It was noted there would be no financial impact to Pierce County. <i>Motion passed with Holst opposed.</i>			Create committee to assist U.S. Census Bureau
Motion by Holst/Lockwood to adjourn at 6:53 p.m. <i>Motion passed.</i>			Adjourn

Respectfully submitted by Brad Lawrence.

<p>classification of Chief Deputy Medical Examiner to comply with State law. This action would require no increase in the number of deputies or the compensation for the position. Motion by Holst/Kucinski to approve the classification of Chief Deputy Medical Examiner be created and this position be adopted as read. <i>Motion passed.</i></p>	<p>Medical Examiner Classification</p>
<p>Public Health Director Galoff was present to request approval revise some of the licensed establishment fees. Those fees to be adjusted relate to issuing permits and making investigations under the ordinance. Rates need to be revised from time to time based upon increased rates set by the State Department of Health Services. Motion by Purdy/Camery to approve Resolution to Amend Fees for Issuing Permits and Making Inspections and Investigations of Certain Types of Establishments as prepared by Pierce County Corporation Counsel and forward to the County Board. <i>Motion passed with Holst opposed.</i></p>	<p>Inspection and Investigation fees</p>
<p>Human Services Director Kincaid addressed the department's request for approval to compensate Family Resource Center of St. Croix Valley in the amount of \$11,806.68. This non-profit was in previous budgets but was discontinued as a non-mandated service. Services provided are parent education and support services to families in Pierce County. Motion by Purdy/Kucinski to approve and authorize \$11,806.68 from 2009 Human Services surplus levy funds be paid to Family Resource St. Croix Valley for services provided to Pierce County families in 2009 and forward a resolution to the County Board for approval. <i>Motion passed.</i></p>	<p>Family Resource Center of St. Croix Valley</p>
<p>Kincaid also presented a request for approval to seek exemption from State Audit Mandates to reduce potential financial hardship to providers. Motion by Holst/Purdy to approve and authorize Resolution to Appeal for Exemption from State Audit Mandate §46.036(5m)(F), WI Stats. and forward a resolution to the County Board for approval. <i>Motion passed.</i></p>	<p>Exemption from State Audit Mandate</p>
<p>Supervisor Kucinski presented a draft resolution which would authorize transfer of \$470,000 from the general fund to fund the balance of the County cost share for County bridges "F" and "U". He stated this funding is an alternative if the County decides not to bond for the bridges. Supervisor Purdy and Supervisor Camery stated they see "F" bridge is used for big trucks who use it to avoid the scales. The bridge ought to be rebuilt but could not support bonding for it. Maintenance should be budgeted. Reis suggested the County should budget a set amount each year for routine maintenance, not including roads. Supervisor Lockwood suggested the County should use long term financing for things that last a long time and also there is a need to put away money to maintain things. It was suggested the \$850,000 from Contingency would be a reallocation of those funds. Motion by Camery/Kucinski to approve transfer of \$470,000 from undesignated general funds for the purpose of meeting the balance of funds necessary (after utilizing \$850,000 from the Contingency Fund) for the County cost share for County bridges "F" and "U" and forward to the County Board on April 13th. <i>Motion failed with Lockwood, Holst, Reis, Purdy and</i></p>	<p>General funding for cost share on bridges "F" and "U"</p>

<p><i>Barkla voting against. Camery and Kucinski voting yes. Motion by Purdy/Kucinski to move the resolution to the County Board with a negative recommendation. Motion passed.</i></p>	
<p>Motion by Reis/Purdy to convene into closed session at 7:31 p.m. pursuant to §19.85(1)(c), WI Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: consideration of purchase of Dodge property located at 388 W. Grove Street and 420 W. Grove Street in the Village of Ellsworth. <i>Roll call vote unanimously approved.</i></p>	<p>Closed session: purchase of property</p>
<p>Motion by Purdy/Lockwood to return to open session at 7:38 p.m. <i>Roll call vote unanimously approved.</i></p>	<p>Open session</p>
<p>Motion by Reis/Lockwood to authorize purchase of the Dodge property located at 388 W. Grove Street, and 420 W. Grove Street, Ellsworth, Wisconsin from the bond funds for the total sum of Three Hundred Sixty Thousand dollars (\$360,000) and that the Finance and Personnel Committee, County Board Chairperson and County Clerk be authorized to execute any necessary paperwork to complete the transaction. <i>Motion passed with Purdy opposed.</i></p>	<p>Approve purchase of Dodge property</p>
<p>Future agenda items: authorize application for a grant to the WI DNR</p>	<p>Future items</p>
<p>Next meeting date: 4/13/10 at 6:45 p.m. in the County Board Room</p>	<p>Next meeting</p>
<p>Motion by Camery/Kucinski to adjourn at 7:40 p.m. <i>Motion passed.</i></p>	<p>Adjourn</p>

FINANCE AND PERSONNEL COMMITTEE		
Tuesday, April 13, 2010 – 6:40 p.m.		
County Board Room		
STATE OF WISCONSIN		OFFICE OF ADMINISTRATION
COUNTY OF PIERCE		2010-07
The Pierce County Finance and Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chair Barkla called the meeting to order at 6:40 p.m.		Meeting convened
The Chair acknowledged those present and established there was a quorum.		Establish quorum
Members present:	Rich Purdy (6:42) Paul Barkla Ron Lockwood John Kucinski Dan Reis Jeff Holst	District #3 District #5 District #7 District #8 District #13 District #16
Excused:	Jim Camery	District #2
Also present:	Mel Pittman Bradley Lawrence Jamie Feuerhelm Andy Pichotta Greg Andrews	District #17 Corporation Counsel County Clerk LMA/LUC UW-Extension Ag Agent
Chair Barkla called for public comment. There were none.		Public comment
Consent calendar items were reviewed. Motion by Lockwood/Reis to approve consent calendar items: 2a. Establish and approve agenda 2b. Approve minutes of 4/5/10 <i>Motion passed.</i>		
Purdy arrived at 6:42 p.m.		Purdy arrives
LMA/LUC A. Pichotta addressed the committee for approval to move forward with applying for a DNR grant to assist in the shoreland/wetland ordinance update. Motion by Purdy/Reis to support grant application and recommend approval by County Board. <i>Motion passed.</i>		Authorize Application for DNR Grant
UW-Extension Ag Agent G. Andrews and Supervisor M. Pittman were present to represent Farm Technology Days, Inc. and their request for approval of their mass assembly permit. Motion by Holst/Purdy to approve the application for a Mass Assembly Permit for Farm Technology Days, Inc. subject to conditions recommended by the Corporation Counsel. <i>Motion passed.</i>		Application for Mass Assembly Permit for Farm Technology Days
Future agenda items: None		Future Agenda Items
Next meeting date: May 3, 2010		Next Meeting Date
Motion by Holst/Kucinski to adjourn at 6:46 p.m. <i>Motion passed.</i>		Adjourn

Respectfully submitted by Brad Lawrence.

FINANCE AND PERSONNEL COMMITTEE MEETING MINUTES
May 3, 2010 – 6:30 p.m.

**STATE OF WISCONSIN)
 COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
 ELLSWORTH, WI**

2010 - 07

The Pierce County Finance and Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chair Paul Barkla called the meeting to order at 6:30 p.m.

1) Meeting Convened

The Chair acknowledged those present & established that there was a quorum of members present.

1a) Establish Quorum

The Chair acknowledged those present and established that there was a quorum:

1a) Those Present

Members present:	Paul Barkla	District #5
	Rod Rommel	District #7
	Ken Snow	District #9
	Greg Place	District #12
	Dan Reis	District #13
	Jerry Kosin	District #15
	Jeff Holst	District #16
Members absent:	0	
Also present:	Jamie Feuerhelm	County Clerk
	Tammy Kincaid	Human Services Dir.
	Julie Brickner	Finance Dir.
	Phyllis Beastrom	Treasurer
	Nancy Hove	Sheriff

Chair P. Barkla stated that the Ad Hoc Collective Bargaining Committee has been appointed consisting of supervisors G. Place, J. Holst, & P. Barkla with G. Place serving as chairman.

1b) Public Comment

Motion by J. Holst/J. Kosin to approve the agenda as presented; motion carried.

2a) Consent Calendar – Agenda

Motion by D. Reis/J. Holst to approve minutes of 04/13/2010; motion carried. Treasurer P. Beastrom gave brief report; committee reviewed report & accepted as presented.

2b) Minutes

2c) Treasurer's Report

Request by Public Health Dept. to approve 2010 Wisconsin WINS budget as put forth in supporting document by the department. Motion by J. Holst/R. Rommel to accept funds & approve the 2010 Wisconsin WINS budget as presented; motion carried.

2d) Accept Funds – Create 2010 WINS Budget

Request by Public Health Dept. to approve amended 2010 Women, Infants, & Children (WIC) budget as put forth in supporting document by the department. Motion by J. Holst/G. Place to approve the amended 2010 WIC budget as presented; motion carried.

2e) Amended 2010 WIC Budget

Request by Human Services Dept. to approve purchase of computers with funds included in current department budget. Director T. Kincaid clarified that the number of computers stated in documentation reads 7 but should be 12. Also that the dollar amount stated was correct. Motion by D. Reis/J. Holst to approve & authorize up to \$5000.00 for the purchase of replacement computer equipment in the Human Services Dept.; motion carried.

Committee reviewed proposed meeting dates as presented by Clerk J. Feuerhelm. Motion by J. Holst/K. Snow to approve 2010-2011 County Board meeting dates as presented; motion carried.

File #409 (024-01046-0700) Town of Rock Elm. Clerk J. Feuerhelm informed the committee that one bid was received on this parcel from Henry & Dana Hince in the amount of \$1618.00. Adding that the bid was above the appraised value of \$1500.00 & meets PC Code & WI Stat requirements. Motion by D. Reis/J. Kosin to approve bid on TDF409, parcel #024-01046-0700 received from Henry & Dana Hince in the amount of \$1618.00 & provide bidder a Quit Claim Deed for said property; motion carried.

File #412 (181-01057-1000 & 181-01058-0100) Village of Spring Valley. Clerk J. Feuerhelm informed the committee that two bids were received on this parcel. One from Scott Oechsner in the amount of \$36,751.00; & one from Don Jackelen in the amount of \$36,100.00. Adding that both bids were above the appraised value of \$35,000.00 & meet PC Code & WI Stat requirements. His recommendation was to accept the highest bid from Mr. Oechsner. Motion by J. Holst/K. Snow to approve bid on TDF412, parcel #181-01057-1000 & 181-01058-0100 received from Scott Oechsner in the amount of \$36,751.00 & provide bidder a Quit Claim Deed for said property; motion carried.

Sheriff N. Hove explained how & why the department is facing a deficit, stating that there are primarily two budget line items that contribute to the bulk of the deficit. Those being Inmate Boarding & Inmate Medical. She added that the department has no actual control over these costs regardless of their efforts to scrutinize those expenditures carefully. Motion by J. Holst/J. Kosin to approve transfer of \$168,357.00 from the general fund to balance the 2009 Sheriff Dept. budget & forward to the County Board for approval; motion carried.

Chair P. Barkla shared information with the committee regarding the recruitment process for an Administrative Coordinator.

- He stated that members for the screening committee are being sought & include Corp. Counsel Brad Lawrence & St. Croix County A.C. Charles Whiting along with a County Board member yet to be determined.

- Interview dates were tentatively set for the week of May 24th & those involved in the interview may include the Finance Director, an elected official, as well as County Board members.

**2f) Approve Funding
H.S. Computer Purchase**

**3) 2010 – 2011 County
Board Meeting Dates**

**4a) Bids on Tax Deed
Land – File #409**

**4b) Bids on Tax Deed
Land – File #412**

**5) Law Enforcement
Deficit**

6a-b) AC Recruitment

- Interview questions were to be obtained from Personnel Specialist Sandy Langer.
- Background checks were to be done by Lt. Dennis Sorenson.
- Lastly, Chair P. Barkla suggested that interview candidates be reimbursed for travel at the County mileage rate. Motion by J. Holst/G. Place to grant up to \$500 to such candidates for traveling in excess of 250 miles to attend an interview; motion carried.

6c-e) **AC Recruitment**

Chair P. Barkla announced that there were no items currently set for future meetings but that he anticipated there would be soon.

7) **Future Agenda Items**

Committee discussed possible meeting dates & times. Chair P. Barkla suggested that to better accommodate current members & staff that the meetings are set for the first Monday of each month with the third Monday being an option for a second meeting or alternative in the event the first Monday meeting is postponed. Also that the time for the meetings be set at 4:00 p.m. Committee concurred with the Chair's suggestion.

8) **Meeting Dates & Times**

Meeting adjourned at 7:00 p.m. by motion of J. Holst/J. Kosin. Motion carried by voice vote with all in favor.

9) **Adjournment**

Submitted by:
Jamie R. Feuerhelm
Pierce County Clerk

FINANCE AND PERSONNEL COMMITTEE Monday, May 17, 2010 – 4:00 p.m. County Board Room			
STATE OF WISCONSIN COUNTY OF PIERCE		OFFICE OF ADMINISTRATION 2010-08	
The Pierce County Finance and Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chair Barkla called the meeting to order at 4:03 p.m.			Meeting convened
The Chair acknowledged those present and established there was a quorum.			Establish quorum
Members present:	Paul Barkla Rod Rommel Ken Snow Greg Place Dan Reis Jerry Kosin Jeff Holst	District #5 District #7 District #9 District #12 District #13 District #15 District #16	Those present
Excused:			
Also present:	Bradley Lawrence Phyllis Beastrom	Corporation Counsel Treasurer	
Chair Barkla called for public comment. There was none.			Public comment
Consent calendar items reviewed: Motion by Holst/Kosin to approve as follows: 2a Establish and approve agenda 2b Approve minutes of 5/3/10. <i>Motion passed.</i>			Consent calendar
Members discussed the matter of issuance and awarding the sale of bonds. Motion by Rommel/Snow to approve Resolution Authorizing the Issuance and Awarding of \$1,695,000 Taxable General Obligation Promissory Notes, Series 2010A (Recovery Zone Economic Development Bonds – Direct Pay); Providing the Form of the Notes; and Levying a Tax in Connection Therewith and forward to the County Board with a request for adoption on first reading and issue and award Recovery Zone Economic Development Bonds in an amount not to exceed \$1,695,000. <i>Motion passed.</i>			Issue and Award RZED Bonds
Future agenda items: consider hiring outside counsel for labor negotiations and utilizing legal expense endorsement; Treasurer’s report; revision to Solid Waste Department staffing plan			Future agenda items
Next meeting date: 6/7 at 4:00 p.m.			Meeting date
Motion by Holst/Kosin to adjourn at 4:11 p.m. <i>Motion passed.</i>			Adjourn

FINANCE AND PERSONNEL COMMITTEE Monday, June 7, 2010 – 4:00 p.m. County Board Room			
STATE OF WISCONSIN COUNTY OF PIERCE		OFFICE OF ADMINISTRATION 2010-09	
The Pierce County Finance and Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chair Barkla called the meeting to order at 4:00 p.m.			Meeting convened
The Chair acknowledged those present and established there was a quorum.			Establish quorum
Members present: Excused: Also present:	Paul Barkla Rod Rommel Ken Snow Greg Place Dan Reis Jerry Kosin Jeff Holst None Nancy Hove Tammy Kincaid Sue Galoff Julie Brickner Phyllis Beastrom Janet Huppert	District #5 District #7 District #9 District #12 District #13 District #15 District #16 Sheriff HS Director PH Director F & P Director Treasurer IS Director	Those present
Chair Barkla called for public comment. There was none.			Public comment
Consent calendar items reviewed. Motion by Rommel/Place to approve as follows: 2a. Establish and approve agenda 2b. Approve minutes of 5/17/10 2c. Approve Treasurer’s report with fund balances in the amount of \$24,037,495.06 effective April 30, 2010 2d. Accept \$3,072 and create 2010 Tobacco Multi-Jurisdictional Coalition budget 2e. Amend Chapter 212, County Code, regarding retail food establishments and public accommodations 2f. Amend Chapter 184, County Code, regarding retail food establishments and public accommodations 2g. Approve Supervisor Ross’s attendance at the 2010 WCA Annual Conference Regarding amendment to Chapter 212, Supervisor Holst was advised that the Department of Health and Family Services (DHFS) is now the Department of Health Services (DHS). <i>Motion passed.</i>			Consent calendar

<p>Solid Waste Administrator Melstrom was present to discuss the proposed revisions to the department's staffing plan. The proposal would eliminate a Driver/Laborer position and convert it to an additional Laborer position. Motion by Kosin/Reis to approve and authorize eliminating one Solid Waste Department Laborer/Driver position, and replace/refill the position with a 3rd Laborer position (position description already exists). <i>Motion passed.</i></p>	<p>Revise SW staffing plan</p>
<p>Human Services Director Kincaid advised the committee that placement costs for 2010 were budgeted at \$332,740 and circumstances are such that the Department has encumbered \$250,000 in costs already. <i>No action necessary.</i></p>	<p>Juvenile placements update</p>
<p>Finance & Budget Director Brickner explained to the committee that the County has no policy or procedure for use of the worker's compensation reserve fund created when the County became self-funded. The balance at this time is approximately \$589,000. Motion by Rommel/Holst to create a policy that allows claims that reach the \$50,000 stop loss limit to be paid from the worker's compensation fund and pay the single 2009 claim from the reserves in the fund. <i>Motion passed.</i></p>	<p>Worker's Comp Fund Policy</p>
<p>Finance & Budget Director Brickner addressed the ME 2009 budget deficit. ME Dzubay had provided a summary of the overages in the amount of \$3,732. Motion by Rommel/Snow to cover the 2009 Medical Examiner deficit in the amount of \$3,732 with a transfer from the contingency fund. <i>Motion passed.</i></p>	<p>ME 2009 Deficit</p>
<p>Sheriff Hove was present to address several issues related to the department's receipt of Office of Justice Assistance Grant Recovery Act funds in the amount of \$166,316. The St. Croix Valley Task Force had applied for the grant. This task force serves St. Croix, Polk and Pierce County's.</p> <p>The request from the Law Enforcement Committee was for approval to create the position of Patrol Lieutenant. The Lieutenant will perform administrative duties now assigned to the Sergeants and this position will also keep track of drug information for all 3 counties in the task force. This will be a regular, non-represented position. In the event that this new position is filled with a current department employee, the Grant Recovery Act funds would then be applied to hire and fund a patrol officer for a period of 2 years. Sheriff Hove advised the committee there will be no request for additional funds for the patrol officer at the conclusion of the two years.</p> <p>Motion by Reis/Snow to accept the Office of Justice Assistance JAG Recovery Grant award in the amount of \$166,316; to create the new position of Patrol Lieutenant and approve the new job description and forward to the County Board for approval; to recommend the creation of a patrol position if the Patrol Lieutenant position is filled from within the department and to forward to the County Board: the patrol position will</p>	<p>Create Patrol Lt./fund 2-year patrol position</p>

<p>sunset 2 years from the date of hire or November 30, 2012, whichever occurs first; approve the Sheriff Department staffing plan as amended, noting that a patrol position only be added if the Patrol Lieutenant position is filled from within the department. <i>Motion passed.</i></p> <p>Supervisor Holst commented that this one (patrol position funded from JAG funds) is supposed to go away and he is hopeful this committee or future committee members remember that and point it out. <i>Motion passed with Barkla voting against.</i></p>	
<p>IS Director Huppert addressed a proposal from CGI Communications in which they produce a 6 minute video for the County website showcasing what the county has to offer. CGI is offering this to 10 counties in the state and it will not cost the County anything. Sponsors on the website are charged to be on our site. The County can control the advertisers on the site. NACo is endorsing this. CGI requires a 3-yr commitment, however, Corporation Counsel has reviewed the contract. Discussion of possible staff time necessary to implement. Huppert indicated someone would spend 10-15 hours with CGI for filming but would not be involved in ad selling. Supervisor Kosin asked Huppert to speak with PC Tourism to see if the effort was a duplication of their current activity. Motion by Snow/Rommel to defer until next meeting while Huppert checks with Tourism to see if this is duplication. <i>Motion passed.</i></p>	<p>NACo endorsed website</p>
<p>Brad Roy addressed the EECBG (Energy Conservation Grant) the County had received for \$250,000 of which \$80,000 is designated for window replacement costs. He explained that the County has one year to spend funds and the window project is a very detailed and complex project. It was suggested that the County hire a consultant to draft RFPs as no money was earmarked for a consultant. Supervisors Snow and Reis said the window replacement is on the Building Committee agenda on 6/8. Motion by Reis/Kosin to defer until next meeting on 6/21. <i>Motion passed.</i></p>	<p>Window replacement funds for consultant</p>
<p>Emergency Management Director sought committee approval to expend funds from the Security budget to purchase security equipment improvements in the amount of \$49,988. The improvements were approved by the Ad Hoc Courthouse Security committee. Motion by Place/Reis to approve purchase of security equipment improvements in the amount of \$49,988 from the Pierce County Security budget as described in enclosed proposal. <i>Motion passed.</i></p>	<p>Security equipment purchases</p>
<p>Finance & Budget Director Brickner addressed the memo she had prepared to address 2011 budget guidelines. Three options were presented: Option #1: Maintain the county tax operating levy freeze. This will require cuts in the amount of \$747,413. Option #2: Incorporate the 3% increase on the operating levy that the state will allow based on the budget bill. This would generate \$430,000 in addition property taxes but would require cuts in the amount of \$317,413. Option #3: Reduce the 3% increase on the operating levy that the state will allow by \$190,000 which would generate an additional \$240,000 but will require cuts in the amount of \$507,413. Motion by Rommel/Snow to adopt Option #3 and forward</p>	<p>2011 budget guidelines</p>

the recommendation to the County Board. <i>Motion passed.</i>	
Members reviewed information provided by the Negotiations Committee in which they sought approval to request coverage under the County's legal expense endorsement for collective bargaining and to retain counsel. Motion by Place/Holst to authorize and approve a written request to the County's insurance company for legal expense endorsement coverage for the six collective bargaining units coming open in 2011 and to authorize retaining counsel through WICMIC to represent the County in those negotiations. <i>Motion passed.</i>	Legal expense endorsement
Future agenda items: Highway grievance; Law Enforcement grant from Homeland Security; AC interviews on 6/23	Future agenda items
Future meeting dates: 6/21 – 4:00 p.m.; 6/23 (AC interviews); 7/12 – 4:00 p.m.	Meeting dates
Motion by Holst/Kosin to adjourn at 5:22 p.m. <i>Motion passed.</i>	Adjourn

FINANCE AND PERSONNEL COMMITTEE Monday, June 21, 2010 – 4:00 p.m. County Board Room		
STATE OF WISCONSIN COUNTY OF PIERCE		OFFICE OF ADMINISTRATION 2010-10
The Pierce County Finance and Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chair Barkla called the meeting to order at 4:00 p.m.		Meeting convened
The Chair acknowledged those present and established there was a quorum.		Establish quorum
Members present:	Paul Barkla Ken Snow Greg Place Dan Reis Jerry Kosin Jeff Holst	District #5 District #9 District #12 District #13 District #15 District #16
Excused:	Rod Rommel	District #7
Also present:	Don Rohl	District #11
Chair called for public comment. There was none.		Public comment
Consent calendar items were reviewed. Motion by Reis/Place to approve as follows: 2a. Establish and approve agenda 2b. Approve minutes of 6/7/10 <i>Motion passed.</i>		Consent calendar
Chair announced closed session. Motion by Holst/Kosin to convene into closed session at 4:02 p.m. pursuant to §111.70(1)(a), WI Stats. for the purpose of collective bargaining to resolve a grievance: AFSCME Highway Grievance #01-10. <i>Roll call vote unanimously approved.</i> Also present: Highway Commissioner Chad Johnson. Representing AFSCME Highway unit: Staff Representative Steve Hartmann, AFSCME Local 556 President Hoyer and Steward Bohlsen. Motion by Holst/Kosin to return to open session at 4:40 p.m. <i>Roll call vote unanimously approved.</i>		Closed session: Highway grievance #01-10
Motion by Holst/Kosin to uphold decision of Highway Committee and deny Grievance #01-10. <i>Motion passed.</i> Barkla did not vote as he had ruled early as Administrative Coordinator		Open session
Land Management Administrator/Land Use Coordinator Pichotta presented a request from the Land Management Committee to accept Wisconsin Land Information Program (WLIP) grant funds for 2010 in the amount of \$11,683. Motion by Holst/Snow to accept 2010 WLIP grant; approve creation of a revenue and expenditure budget for said grant, and approve the proposed amended 2010 expenditures from the Land Records Modernization Fund as amended. <i>Motion passed.</i>		WLIP Grant

<p>Information Services Director Janet Huppert provided an update on the NACo endorsed county video. She indicated she had talked with Phil Roberts, Travel Pierce County, who stated they were prepared to provide the videographer for an updated webpage. <i>No action taken.</i></p>	<p>NACo endorsed website</p>
<p>No action taken on use of window replacement funds to hire a consultant.</p>	<p>Window replacement consultant</p>
<p>Sheriff Hove addressed the committee to announce the County had been awarded a 2010 Homeland Port Security Grant in the amount of \$645,900. The purpose of the grant is to help protect critical port infrastructure from terrorism. The Sheriff's Department had submitted 3 different projects for consideration, however, they were not advised which of the projects was funded. Motion by Snow/Kosin to accept 2010 Homeland Port Security Grant funds in the amount of \$645,900 with no match by the county and to create a budget for this grant. <i>Motion passed.</i></p>	<p>Homeland Port Security Grant</p>
<p>Human Services Director Kincaid requested approval to extend a temporary increase in hours from .8 FTE to 1. FTE for the Social Services Aide position. The temporary extension of hours was set to expire June 30, 2010. The costs will be funded from an Office of Justice Assistance grant. Motion by Holst/Place to extend the increase in hours from .8 FTE to 1.0 FTE for the Social Services Aide position in juvenile justice services through December 31, 2011 or earlier if funding amounts change. <i>Motion passed.</i></p>	<p>Extend temporary increase in hours for SSA</p>
<p>Public Health Director Sue Galoff sought approval from the committee to amend Chapter 180 of the Pierce County Code to authorize Corporation Counsel to prosecute forfeitures for environmental health enforcement actions. Motion by Holst/Reis to approve ordinance to Amend Chapter 180, §180-18 of the Pierce County Code and forward to the County Board for consideration. <i>Motion passed.</i></p>	<p>Amend Chapter 180 of the Pierce County Code</p>
<p>Chair announced closed session. Motion by Kosin/Place to convene into closed session at 4:59 p.m. pursuant to §19.85(1)(c), WI Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: preparations for Administrative Coordinator hiring. <i>Roll call vote unanimously approved.</i></p>	<p>Closed session: AC hiring preparations</p>
<p>Motion by Reis/Kosin to return to open session at 5:19 p.m. <i>Motion passed.</i></p>	<p>Open session</p>
<p>Future meeting dates: 7/12/10, 7/26/10 and 8/2/10 at 4:00 p.m. 2011 health insurance rates on the 7/26/10 agenda</p>	<p>Future meeting dates</p>
<p>Motion by Holst/Place to adjourn at 5:19 p.m. <i>Motion passed.</i></p>	<p>Adjourn</p>

**MINUTES OF THE
FINANCE AND PERSONNEL COMMITTEE MEETING MINUTES
July 12, 2010 – 4:00 p.m.**

**STATE OF WISCONSIN)
COUNTY OF PIERCE)**

**COUNTY CLERK'S OFFICE
ELLSWORTH, WI**

2010 – 11

The Pierce County Finance and Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chair Paul Barkla called the meeting to order at 4:00 p.m.

1) Meeting Convened

The Chair acknowledged those present & established that there was a quorum of members present.

1a) Establish Quorum - Those Present

Members present:	Paul Barkla	District #5
	Rod Rommel	District #7
	Ken Snow	District #9
	Greg Place	District #12
	Dan Reis	District #13
	Jerry Kosin	District #15
	Jeff Holst	District #16

Members absent: 0

Also present:	Mel Pittman	District #17
	Jamie Feuerhelm	County Clerk
	Julie Brickner	Finance Dir.
	Phyllis Beastrom	Treasurer
	Chad Johnson	Hwy. Commissioner

None.

1b) Public Comment

Motion by K. Snow/R. Rommel to approve the following items on consent calendar:

2a-f) Consent Calendar

- a. Establish & approve agenda as presented.
- b. Approve minutes of 6/21/2010.
- c. Treasurer's report.
- d. Accept funds & amend 2010 Birth to Three budget.
- e. Accept funds & amend 2010 Dental budget.
- f. Approve out-of-state travel for Family Living Agent L. Zierl.

Motion carried by voice vote with all in favor.

Highway Commissioner C. Johnson submitted a request by the Highway Committee to enter into an agreement with Hoffman Construction to dispose of dredge material from a Corps of Engineers Lower Embankment project. He added that the agreement was approved by the Hwy Committee & gave details if the project. Motion by D. Reis/J. Kosin to approve the agreement with Hoffman Construction that has been previously approved by the Highway Committee, & forward a resolution to the County Board with a request for adoption on first reading; motion carried.

3) Agreement for Disposal of Dredge Material

Clerk J. Feuerhelm reviewed status of four tax deed properties with the committee & requested they take action accordingly.

4) Tax Deed Properties

Clerk J. Feuerhelm indicated that Files 405 & 407 were considered uneconomic remnants as defined by Pierce County Code & so determined by this committee previously on Sept. 8, 2009. He requested the committee to reduce the value on these two parcels in an attempt to draw more interest when selling the properties. Motion by J. Holst/J. Kosin to set appraisal for parcel #032-01029-0500 (File #405) at \$250.00 & direct County Clerk to proceed with sale of the same pursuant to PCC 40-19 H; motion carried.

Tax Deed File #405

Summary of action requested with previous file. Motion by K. Snow/R. Rommel to set appraisal for parcel #276-01200-2110 (File #407) at \$250.00 & direct County Clerk to proceed with sale of the same pursuant to PCC 40-19 H; motion carried.

Tax Deed File #407

Clerk J. Feuerhelm stated that Files 408 & 412 were previously offered for sale & bids received & accepted by committee. Thereafter the bidders withdrew their bids on said parcels. He requested that the committee accept the withdrawal of bids to allow the County to offer them for sale again. Motion by D. Reis/G. Place to accept the withdrawal of bid from Paul Cudd on parcel #276-01303-0700 (File #408) & advertise property for sale again; motion carried.

Tax Deed File #408

Summary of action requested with previous file. Motion by R. Rommel/K. Snow to accept the withdrawal of bid from Scott Oechsner on parcels #181-01057-1000 & 181-01058-0100 (File #412) & advertise property for sale again; motion carried.

Tax Deed File #412

Finance Director J. Brickner explained the request as well as highlighting the advantages & disadvantages of creating such department. She also fielded numerous questions from the committee. Motion by R. Rommel/J. Kosin to recommend the creation of Dept. of Finance with the Finance & Budget Director responsible for the financial accounting duties of the Operations Manager – HS, Business Manager – PH, & Accounting Manager – Hwy.; motion carried.

5a-b) Create Finance Dept. & Organizational Chart/Staffing Plan

Finance Director J. Brickner explained the request as well as highlighting the advantages for making such changes & encouraging qualified personnel to remain employed with Pierce County. Motion by R. Rommel/J. Holst to approve the modification to the Business Manager – HS & re-title as Operations Manager – HS & to reclassify the Operations Manager – HS at Grade 21 effective immediately; motion carried.

6a-b) Revised Position Description HS Business Manager: Operation Manager – HS & Establish Grade Placement for Operations Manager- HS

Motion by J. Holst/D. Reis to convene in closed session at 4:31 p.m. pursuant to §19.85 (1)(c), WI Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:

7) Closed Session

- a. Operations Manager – HS compensation recommendation.
- b. Highway Accounting Manager candidate compensation recommendation.

Motion carried by roll call vote with all in favor.

Motion by J. Holst/G. Place to reconvene in open session at 4:42 p.m.; motion carried by roll call vote with all in favor.

8) Open Session

Motion by D. Reis/J. Kosi to move Business Manager – HS Tami Billeter into the reclassified position of Operations Manager _ HS & place her at Grade 21 Step 2. After 6 months of favorable performance she will be moved to Grade 21 Step 3 & granted back pay from Step 2 to Step 3 effective with her date of placement into the position on July 13, 2010. Motion carried.

Chair P. Barkla announced that there will be a number of committee appointments forthcoming & a possible grievance to review.

9) Future Agenda Items

Chair P. Barkla stated that the next meeting would be in two weeks.

10) Meeting Dates & Times

Meeting adjourned at 4:45 p.m. by motion of J. Holst/G. Place. Motion carried by voice vote with all in favor.

11) Adjournment

Submitted by:
Jamie R. Feuerhelm
Pierce County Clerk

FINANCE AND PERSONNEL COMMITTEE Thursday, July 15, 2010 – 10:00 a.m. Highway Department Conference Room			
STATE OF WISCONSIN COUNTY OF PIERCE		OFFICE OF ADMINISTRATION 2010-12	
The Pierce County Finance and Personnel Committee met in the Conference Room of the Pierce County Highway Department, Ellsworth, WI. Chair Barkla called the meeting to order at 10:35 a.m.			Meeting convened
The Chair acknowledged those present and established there was a quorum.			Establish quorum
Members present:	Paul Barkla Rod Rommel Greg Place Dan Reis Jerry Kosin Jeff Holst	District #5 District #7 District #12 District #13 District #15 District #16	Those present
Excused:	Ken Snow	District #9	
Also present:	Chad Johnson	Highway Commissioner	
Chair Barkla called for public comment. There was none.			Public comment
Motion by Holst/Rommel to approve consent calendar item: 2a. Establish and approve agenda <i>Motion passed.</i>			Consent calendar
Discuss and take action to approve reporting relationship of Accounting Manager – Hwy Dept. Motion by Holst/Reis to approve the revised position description for the Accounting Manager – Hwy. <i>Motion passed.</i>			Accounting Manager – Hwy: Pd
Motion by Rommel/Kosin to convene into closed session pursuant to §19.85(1)(c), WI Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Highway Accounting Manager candidate compensation recommendation. <i>Roll call vote unanimously approved.</i>			Closed session: Accounting Manager - Hwy
Motion by Holst/Kosin to return to open session. <i>Roll call vote unanimously approved.</i>			Open session
Motion by Holst/Reis to adjourn. <i>Motion passed.</i>			Adjourn

Submitted by G. Place