

Administrative/Executive Committee
September 8, 2015

Present: Sharon Folcey, James Kuhn, Bruce Humphrey, Pete Peterson; Paul Steele Absent
Others: Catherine Schmit, John Mehtala, Pam Pipkin, Andrew Kaftan, Ken Kittleson, Bob Janovick

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

- Minutes Approval – Motion by Pete Peterson second by Bruce Humphrey to approve the 08/11/2015 minutes. Carried 4-0.
- Budget Proposals –
 - a. Information Systems – John Mehtala explained his 2016 budget and answered questions.
 - b. Child Support – Pam Pipkin explained her 2016 budget and answered questions.
- Child Support Credit Card Increase – Pamela Pipkin explained the need for a credit card increase from \$500.00 to \$1,000.00. Discussion. Motion by James Kuhn second by Pete Peterson to approve credit card increase to \$1,000.00. Carried 4-0.
- Catherine Schmit provided the monthly County Administrator Report.
- Administrator Conferences/Training Requests – None.
- 2016 County Board Reduction Ordinance – Andrew Kaftan provided members with a draft of ordinance 2-368, Standing Committees. Section numbers and ordinance language were also provided. Discussion. The committee recommends moving forward with 11 standing committees. Andy will draft a resolution for next month.
- County Office Hours – James Kuhn explained that he has received a couple of complaints of county offices being closed. It was discussed that county office hours are from 8:00 a.m. – 4:30 p.m., except for the Highway Department Office hours of 7:30 a.m. – 4:00 p.m. Set hours were developed by resolution in 1989 and are set in the Monroe County Code of Ordinances. The Administrator will address the Department.
- Resolution Authorizing Increase in Per Diem Payments for Monroe County Board Supervisors – County Per Diem rates have not been adjusted since 1997. This resolution would set committee meetings at \$50.00 and Board meetings at \$75.00. Discussion. Motion by Bruce Humphrey second by Pete Peterson to recommend resolution and forward to the full board for approval. Carried 3-1.
- County Board Strategic Planning/Education – The committee discussed holding a strategic/education session with the current board. Tentatively a one day education session will be looked into in mid-January.
- County Board Supervisor, Pre-Election Packet Discussion – Shelley Bohl provided a Monroe County Supervisor Election Packet for potential candidates. Supervisors reviewed and provided suggestions. The Supervisor Election is this spring.
- The monthly expenditure report will be provided to members via iPad's.
- Next meeting date – October 13, 2015 at 9:00 a.m. in the Rolling Hills Activity Room.
- Items for next month's agenda – Standing Committee Ordinance Resolution, Committee Duties
- Motion by Pete Peterson second by Bruce Humphrey to go into closed session per WI Statute 19.85(1)(c) to conduct County Administrator Annual Evaluation and Contract. A roll call vote was taken with Folcey, Kuhn, Humphrey and Peterson all voting yes.
- Closed session per WI Statute 19.85(1)(c) to conduct County Administrator Annual Evaluation and Contract.

- Motion by Pete Peterson second by James Kuhn to return from closed session and adjourn meeting at 11:35 a.m. A roll call vote was taken with Folcey, Kuhn, Humphrey and Peterson all voting yes.

Shelley Bohl, County Clerk
Recorder