



# MONROE COUNTY BOARD OF SUPERVISORS

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## NOTICE OF MEETING

COMMITTEE: **ADMINISTRATIVE/EXECUTIVE**  
TIME: 9:00 a.m.  
PLACE: Rolling Hills Activity Room  
14345 County Hwy B  
Sparta, WI 54656  
DATE: **Tuesday, March 8, 2016**

### SUBJECT MATTER TO BE CONSIDERED

1. Call to order/Roll call
2. Minutes approval – February 9, 2016 (enclosure)
3. Resolution Setting Compensation for Condemnation Commissioners – Discussion/Action
4. Resolution Modifying Ordinance Changes Due to Board Size and Committee Structure Change – Discussion/Action
5. County Administrator
  - a. Monthly Report
  - b. Conferences/Training Requests – Discussion/Action
  - c. New Position Request – Discussion/Action
6. Monthly Expenditure Review
7. Next Month's Meeting Date/Time
8. Next Month's Agenda Items
9. Adjournment

Sharon Folcey, Committee Chair  
Date notices mailed: 03/03/2016

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.

Administrative/Executive Committee  
February 9, 2016

Present: Sharon Folcey, James Kuhn, Pete Peterson, Bruce Humphrey; Paul Steele joined the meeting at 9:24 a.m.

Others: Catherine Schmit, Andrew Kaftan, Pamela Pipkin, Jeremiah Erickson

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 01/12/16 minutes. Carried 4-0.
- Land Records Budget Adjustment – Jeremiah Erickson explained the 2016 budget adjustment in the amount of \$910.74 for training grant funds. Motion by James Kuhn second by Bruce Humphrey to approve budget adjustment. Carried 4-0.
- Pamela Pipkin provided the Child Directors Report.
- Ordinance Provisions Following Committee Structure Change/Committee Duties/County Board Rules – Andrew Kaftan provided a proposed draft of County Board Rules, ordinance changes as of 04/19/16 and current committee duties for review. Discussion. Paul Steele joined the meeting at 9:24 a.m. Andy opened the floor as to where the county should go. The committee discussed placing the rules and committee duties in the ordinances. Motion by James Kuhn second by Paul Steele to have Chair Kuhn and Andy Kaftan get together before the next meeting for ordinance change preparation regarding committee duties and county board rules. A draft resolution will be provided at the next meeting. Carried 5-0.
- Catherine Schmit provided the monthly County Administrator Report.
- County Administrator Conference/Training Requests – None
- Sharon Folcey explained that she attended the WCA Organizational meeting at Steven's point in January and the two 2 day Legislative Exchange meeting in February. Discussion. Motion by Bruce Humphrey second by Pete Peterson to approve both seminar attendances. Carried 5-0.
- County Clerk Line Item Transfer – Shelley Bohl explained the 2015 line item transfer in the amount of \$6.00 for telephone line charge. Motion by Paul Steele second by James Kuhn to approve line item transfer. Carried 5-0.
- Part Time Purchasing and Licensing Office Clerk Vacancy – Shelley Bohl explained that the Part Time Purchasing and Licensing Clerk has put in her resignation effective February 26, 2016. The Administrator and Personnel Department have been contacted and the position is currently under evaluation. The Administrator will be filling the part time vacancy. Discussion.
- The monthly expenditure report was provided to members via iPad's.
- Next meeting date – March 8, 2016 at 9:00 a.m. in the Rolling Hills Activity Room.
- Items for next month's agenda – Full Time Purchasing Position.
- Motion by James Kuhn second by Paul Steele to adjourn at 10:46 a.m. Carried 5-0.

Shelley Bohl, County Clerk  
Recorder

RESOLUTION SETTING COMPENSATION FOR  
CONDEMNATION COMMISSIONERS

WHEREAS, Section 32.08 Wis. Stats., creates the Office of Commissioner of Condemnation in all counties with a staffing of six members in a county the size of Monroe County who are appointed by the circuit judges; and

WHEREAS, 32.08(4) Wis. Stats., reads:

Commissioners shall receive no salary but shall be compensated for actual service at an hourly rate to be fixed by the county board of the county. Commissioners shall also receive mileage at a rate fixed by the county board for necessary and direct round trip travel from their homes to the place where the condemnation commission conducts its hearings. The chairperson of the county commission shall receive such reasonable sum, computed at the hourly rate as fixed by the county board, as shall be allowed by the circuit judge having jurisdiction over the hearing, for his or her administrative work in selecting and notifying the commissioners to serve in the condemnation hearing and his or her necessary out-of-pocket expenses in connection with the hearing. All such compensation and expenses shall be paid by the condemnor on order approved by the circuit judge.

WHEREAS, the last time the rate was addressed was in 1985 and upon recommendation of the Administrative Committee the rates were set at \$20 per hour and 29 cents per mile; and

WHEREAS, the Administrative/Executive Committee has considered and reviewed current rates for commissioners in the area and recommends \$25.00 per hour and 51.75 cents per mile.

NOW, THEREFOR BE IT RESOLVED. That the Monroe County Board of Supervisors sets the rate of compensation at \$25.00 per hour and 51.75 cents per mile effective upon this date of passage of this resolution.

Dated this 23<sup>rd</sup> day of March, 2016.

Offered by the Administrative/Executive Committee.

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Purpose: To modify the rate of compensation for service and mileage for condemnation commissioners.

Fiscal Note:

Drafted and approved by  
Corporation Counsel