



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, February 10, 2015

SUBJECT MATTER TO BE CONSIDERED

1. Call to order/Roll call
2. Minutes approval – January 13, 2015 (enclosure)
3. County Administrator
 - a. Monthly Report
 - b. Conferences/Training Requests – Discussion/Action
4. Child Support Line Item Transfer – Discussion/Actions
5. Veterans Service
 - a. Veteran's Graves Report – Discussion/Action
6. Resolution – Discussion/Action
 - a. Eliminating Residency Requirement for County Administrator
7. 2016 County Board Reduction - Process and Procedure Discussion
8. Monthly Expenditure Review
9. Next Month's Meeting Date/Time
10. Next Month's Agenda Items
11. Adjournment

Sharon Folcey, Committee Chair
Date notices mailed: 02/5/15

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.

Present: Sharon Folcey, Bruce Humphrey, James Kuhn, Pete Peterson, Paul Steele
Others: Catherine Schmit, Margaret Garvin, Pamela Pipkin, Deb Brandt, Gary Dechant, Jeremiah Erickson, Andrew Kaftan, Lisa Aldinger Hamblin, Gene Treu

- The meeting was called to order in the Rolling Hills Activity Room at 9:00 a.m.
- Minutes Approval – Motion by James Kuhn second by Pete Peterson to approve the 12/09/14 minutes. Carried 5-0.
- Catherine Schmit provided the monthly Administrator's Report
- Administrators Conferences & Training Requests - None
- Surveyor Credit Card Approval – Gary Dechant explained the need for a \$500.00 credit card. Motion to approve credit card by Pete Peterson second by Bruce Humphrey. Discussion. Carried 5-0.
- Register of Deeds Line Item Transfer – Deb Brandt explained the 2014 line item transfer in the amount of \$21.00 for mileage. Motion to approve line item transfer by Bruce Humphrey second by James Kuhn. Discussion. Carried 5-0.
- Land Records Budget Adjustment – Jeremiah Erickson explained the 2014 budget adjustment in the amount of \$498.82 for grant money. Motion to approve budget adjustment by James Kuhn second by Paul Steele. Carried 5-0.
- Veteran's Service Office, Care of Veteran's Graves – Catherine Schmit sent statute guidelines to committee members in December. \$10,000.00 has been placed into the 2015 budget for the Care of Graves. Discussion. By September 1 of each year, each municipality should report to the County Clerk locations of the graves and the amount claimed for care. A process will need to be determined for the percentage of aid. A survey form could be included to help with the process.
- Corporation Counsel –
 - a. 2014 Line Item Transfer – Andrew Kaftan explained the 2014 line item transfer in the amount of \$500.00. Motion by Bruce Humphrey second by Pete Peterson to approve line item transfer. Carried 5-0. The original transfer was provided directly to the Administrator by Kaftan for final approval.
 - b. 2015 Payment Funding for Outside Attorney on the Justice Center – Andrew Kaftan explained the funding need for outside attorney on the Justice Center project. The committee discussed the project contingency. Invoices would go to the County Administrator for review on a monthly basis from the Finance Committee.
- 2016 County Board Reduction, Process and Procedure Discussion – Sharon Folcey opened the floor for discussion on thoughts on the reduction from 24 to 16 supervisors. Andrew Kaftan has been in contact with Corporation Counsels in regards to suggestions or concerns regarding processes. Structures were discussed. This item will be placed on future agenda's for discussion.
- Monthly Expenditure Review – The monthly expenditure report was provided to members and reviewed
- Next Month's Meeting date/time – Tuesday, February 10, 2015 at 9:00 a.m. in the Rolling Hills Activity Room
- Next month's agenda items – 2016 County Board Reduction-Process and Procedure Discussion/Action, Veteran's Graves Report
- Sharon Folcey announced that the next agenda item is per WI Statute 19.85(1)(b) to conduct a hearing to consider the possible discipline of a public employee. Andrew Kaftan further explained the closed session process.

- Motion by Pete Peterson second by James Kuhn to move into closed session at 10:25 a.m. A roll call vote was taken with committee members Folcey, Steele, Humphrey, Kuhn and Peterson all voting yes.
- Closed Session per WI Statutes 19.85(1)(b) to Conduct a Hearing to Consider the Possible Discipline of a Public Employee.
- Motion by Bruce Humphrey second by Paul Steele to return to open session at 11:00 a.m. A roll call vote was taken with committee members Folcey, Steele, Humphrey, Kuhn and Peterson all voting yes.
- No action taken.
- Motion by Pete Peterson second by Bruce Humphrey to adjourn at 11:00 a.m. Carried 5-0.

Shelley Bohl/County Clerk
Recorder

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: Child Support
 Budget Year Amended: 2014

No. _____
Date: _____

	<u>Account #</u>	<u>Account Name</u>	<u>Transfer Amount</u>	<u>Original Budget</u>	<u>YTD Expenditures</u>
From Account	21330000 521160	GAL fees	\$ 5.00	\$ 2,500.00	\$ 1,256.37
	Total Transfer		\$ 5.00		

To Account	21330000 521040	court related expenses	\$ 5.00	\$ 2,400.00	\$ 2,401.96
	Total Transfer		\$ 5.00		

Explanation for Transfer:
 To Cover overage in process serving of papers out of county.

Department Head Approval _____

Governing Committee Approval _____

 If < \$500:
 Send to County Administrator's Office
 COUNTY ADMINISTRATOR Approval given on : _____
Date

If > \$500:
 Send to County Clerk's Office
 FINANCE COMMITTEE Approval given on : _____
Date

RESOLUTION NO. _____

ELIMINATING RESIDENCY REQUIREMENT FOR COUNTY ADMINISTRATOR

WHEREAS, Resolution 9-08-9 authorized the County Administrator position for Monroe County; and

WHEREAS, an employment contract was entered into between Catherine J. Schmit and Monroe County in July of 2009; and

WHEREAS, the contract reads in part:

19. Employee agrees to establish residence within Monroe County within one year of the commencement of employment. County has the authority to extend this deadline or to eliminate the requirement.

WHEREAS, Catherine J. Schmit did take up residency in Monroe County and remains a resident of Monroe County having rented out her former house in La Crosse County with the renters having an option to purchase; and

WHEREAS, §66.0502 Wis. Stats., enacted in 2013, prohibits local government residency requirements except for select employees bringing into question the enforceability of Section 19 and even then §66.0502 allows residence to be within 15 miles of the jurisdictional boundaries; and

WHEREAS, the rental/purchase agreement has been canceled by the renters and Catherine Schmit wishes to return to her home which is located within 15 miles of the Monroe County boundaries; and

WHEREAS, Catherine J. Schmit has requested that the residency provision of her contract be eliminated and the Administrative/Executive Committee agrees.

THEREFORE BE IT RESOLVED by the Monroe County Board of Supervisors that the residency requirement in Section 19 of the Employment Agreement between the Monroe County, Wisconsin and Catherine J. Schmit is hereby eliminated.

Recommended by the Administrative/Executive Committee this ___ day of February, 2015.

Vote: _____ yes; _____ no.

Purpose: To eliminate residency requirement with the County Administrator.

Fiscal Note: No direct costs for the County.

Drafted and approved as to form by Corporation Counsel: _____