



COUNTY BOARD STAFF COMMITTEE
Minutes – March 14, 2017

Call to Order. Chair Podzilni called the meeting of the County Board Staff Committee to order at 4:00 P.M. in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Podzilni, Kraft, Arnold, Brill, Mawhinney, Peer, Sweeney, and Thomas.

Committee Members Absent: Supervisor Bussie.

Staff Members Present: Josh Smith, County Administrator; Nick Osborne, Assistant to the County Administrator; Jeff Kuglitsch, Corporation Counsel; Annette Mikula, Human Resources Director; Sherry Oja, Finance Director; Duane Jorgenson, Interim Public Works Director; Lori Williams, Parks Director.

Others Present: None.

Approval of Agenda. Supervisor Arnold moved approval of the amended agenda as presented, second by Supervisor Peer. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes – February 28, 2017. Supervisor Kraft moved approval of the minutes of February 28, 2017, second by Supervisor Arnold. ADOPTED.

Transfer. None

Review of Payments. The Committee accepted the report.

Resolutions.

Authorizing Easement to Ideal Midwest, LLC to Cross Pelishek Tiffany Nature Trail

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2017, approve the easement and right-of-way for Ideal Midwest, LLC to cross the Pelishek Tiffany Nature Trail and authorize the County Board Chair and County Clerk to sign all documents to complete this transaction.”

Supervisor Arnold moved approval of the above resolution, second by Supervisor Mawhinney. ADOPTED.

Authorizing Overlap of Positions for Department of Public Works, Highway Division

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2017 does hereby authorize temporarily overlapping the Public Works Department Shop Foreman position, not to exceed ten weeks.”

Supervisor Mawhinney moved approval of the above resolution, second by Supervisor Sweeney.
ADOPTED.

Recognizing Bill Schyvinck

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly assembled this _____ day of _____, 2017 does hereby recognize Bill Schyvinck for his 30 years of service and extend best wishes to him in his future endeavors.”

Supervisor Thomas moved approval of the above resolution, second by Supervisor Peer.
ADOPTED.

Recognizing Correctional Officer Bruce J. Danielson

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2017, does hereby recognize Correctional Officer Bruce J. Danielson for his over 22 years of faithful service and recommends that a sincere expression of appreciation be given to Correctional Officer Bruce J. Danielson along with best wishes for the future.”

Supervisor Arnold moved approval of the above resolution, second by Supervisor Kraft.
ADOPTED.

Review, Discussion and Possible Action on Administrative Policy No. 5.31 – Overtime, Flex and After Hours Payments. Ms. Mikula went over the changes with the Committee and explained this changed as part of the budget process and the policy will now match the budget.

Supervisor Peer moved approval of the changes to Policy No. 5.31, second by Supervisor Brill.
ADOPTED.

Review, Discussion and Possible Action on Administrative Policy No. 5.45 – Uniform / Equipment Allowance. Ms. Mikula explained that the cleaning allowance for the RECAP Supervisor, Correctional Supervisor, Financial Office Manager, Administrative Secretary, and Secretary I/II had not been updated in the policy.

Supervisor Brill moved approval of the changes to Policy No. 5.45, second by Supervisor Mawhinney.

The Committee discussed the need of a uniform cleaning allowance if uniforms are not worn; the amounts of various uniform expenses; and the inconsistencies within or between departments.

Supervisor Mawhinney moved to postpone action indefinitely for further investigation, second by Supervisor Arnold. POSTPONED.

Review of 2016 4th Quarter Budget. Ms. Oja went over the Budget to Actual reports and explained that these reports will be on future agendas on a quarterly basis.

Adjournment. Supervisor Arnold moved adjournment at 4:43 P.M., second by Supervisor Peer.
ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.