



Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING
MEETING MINUTES

Date: Thursday, April 9, 2015

Time: 10:30 a.m.

Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216
Conference Room

Call to Order : The meeting was called to order at 10:30 a.m. by Ron Heuer.

Roll Call: Members present were Ron Heuer, Tom Romdenne, Lee Luft, Kaye Shillin, Larry Kirchman, Bob Weidner, Bruce Heidmann, Linda Sinkula.

Members Excused: John Pagel

Others Present: Scott Feldt, Jeff Wisnicky, Ross Loining, Matt Joski, Pat Benes

Adoption of April 9 Agenda: Motion by Bruce Heidmann, second by Lee Luft to adopt April 9 Agenda. Motion carried.

Approval of March 26 Minutes:

There were no minutes to approve at this time.

Discuss, Review and Approve Vacancies:

Sheriff Joski discussed the need to fill two Radio Operator/Jailer positions due to two retirements. Motion by Lee Luft, second by Linda Sinkula to approve and fill the two vacancies. Motion carried.

Lee Luft inquired about the status of the Sheriff's IT position. Sheriff Joski will work with Scott Feldt to find a strategy regarding the position.

Update on Employee Vacancies – Recruitment:

Scott Feldt handed out a Personnel Report. April 17 is the application deadline for the Public Health Nurse, Promotion and Recreation Director and Veteran Service Officer positions.

Approve Open Records Policy – Jeff Wisnicky:

Jeff Wisnicky was asked to put together an Open Records policy. When a request comes in you have to follow the law. Jeff reviewed the custodian of record with the committee. Discussion followed regarding email records archive and storage. Scott Feldt will coordinate with IT to have County Supervisor email changed from their district # to their name.



Motion by Bob Weidner, second by Bruce Heidmann to table the open records policy until the County Administrator has the opportunity to review other policies in place. Motion carried.

Bruce Heidmann recommended that the County Administrator look at the records retention policy in addition to open records policy.

Update on Discussion with Horton Group – Scott Feldt:

Rae Anne Beaudry was here last week regarding stop loss insurance renewal. Scott is asking Horton for more details and will have a recommendation for the committee in the future.

Lee reminded the committee regarding the focus group for health insurance from last year. Discussion followed regarding plans for beginning the review process this year. Discussion followed regarding a Wellness Program.

Update Door/Kewaunee Legislative Days – Scott Feldt:

Legislative Days is April 15 & 16. Scott reminded the committee to make calls for team leader appointments. Issues are groundwater and maritime infrastructure. Review and discussion on concept of Team Leaders and current practices and roles of Team Leaders.

Update on Committee Appointments – Scott Feldt:

Veteran Service Commission - Scott is asking interested individuals to complete applications.

ADRC Board - Scott will have this appointment completed soon.

Other Matters Authorized by Law:

Bruce Heidmann wanted the committee to be aware of a safety concern that will be coming up at Parks Department. Office staff may be having office hours without anybody else in the building. Scott Feldt will talk further with the Promotion and Recreation Department.

Next Meeting – Setting Future Meeting Dates:

Future meeting dates for the Personnel Committee will be the 2nd Thursday of the month.

Next Meeting Dates:

May 14 at 10:30.

June 11 at time TBD.



Adjournment:

Motion by Bruce Heidmann, second by Larry Kirchman to adjourn the meeting.
Motion carried. Adjourned at 11:58 a.m.

Respectfully submitted,
Peggy Jeanquart, Recording Secretary



KEWAUNEE COUNTY PERSONNEL REPORT

April 9, 2015

Job Change			
<i>NAME</i>	<i>FROM</i>	<i>TO</i>	<i>DATE</i>
Tyler Tuttle	Deputy	Jail Sergeant	March 22

Resignation		
Matt Payette	Promotion & Recreation Director	April 20

Retirement		
Dan Bellin	Dozer Operator	April 3

Recruitment

- ✓ Applications and resumes are due April 17: Public Health Nurse, Veterans Service Officer, Promotion and Recreation Director
- ✓ Radio Operator Jailer Eligibility List – 5 applicants selected for eligibility list, 2 of the 5 applicants are moving forward with additional pre-employment testing at this time.



Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE
SUB-COMMITTEE MEETING
MEETING MINUTES

Date: Friday, April 10, 2015

Time: 1:00 p.m.

Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216
Committee Room

Call to Order: The meeting was called to order at 1:04 p.m. by Ron Heuer.

Roll Call: Members present were Ron Heuer, Lee Luft, Bob Weidner, Tom Romdenne was excused and scheduled to arrive late, Tom arrived at 1:45.

Others Present: Scott Feldt, Jeff Wisnicky, Steve Hanson

Approve Agenda: Motion by Lee Luft, second by Bob Weidner to approve the agenda. Motion carried.

Discussion and Possible Deliberation Relating to Potential Agreement Between Dominion Energy and Kewaunee County.

The committee may convene in closed session one or more times during the discussion with Dominion officials to confer with legal counsel pursuant to s. 19.85(1)(g) or when a specific term or proposal of Dominion requires a closed session caucus of the committee for competitive or bargaining reasons. The Committee will reconvene in open session after any such closed session caucus to continue discussions with Dominion or to move on the next item on the agenda.

Motion by Bob Weidner, second by Lee Luft to go into closed session per the (above) statutes listed on agenda. Motion carried.

Motion by Lee Luft, second by Bob Weidner to reconvene into open session. Motion carried.

The sub-committee directed Jeff Wisnicky to revise the agreement between Dominion and Kewaunee County. Jeff will bring the revised agreement back to the sub-committee for their review.

Other Matters Authorized by Law: none



Next Meeting

The group will tentatively meet before the next County Board Meeting, time TBD.

Adjournment: Motion by Lee Luft, second by Bob Weidner to adjourn the meeting. Motion carried. Adjourned at 1:50 p.m.

Respectfully submitted,
Peggy Jeanquart, Recording Secretary

Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE
SUB-COMMITTEE MEETING

MEETING MINUTES

Date: Tuesday, April 21, 2015

Time: 4:00 p.m.

Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216
Committee Room

Call to Order: The meeting was called to order at 4:02 p.m. by Ron Heuer.

Roll Call: Members present were Ron Heuer, Tom Romdenne, Lee Luft, Bob Weidner.

Others Present: Scott Feldt, Jeff Wisnicky, Steve Hanson, Michelle Dax

Approve Agenda: Motion by Lee Luft, second by Tom Romdenne to approve the agenda. Motion carried.

Discussion and Possible Deliberation Relating to Potential Agreement Between Dominion Energy and Kewaunee County.

The committee may convene in closed session one or more times during the discussion with Dominion officials to confer with legal counsel pursuant to s. 19.85(1)(g) or when a specific term or proposal of Dominion requires a closed session caucus of the committee for competitive or bargaining reasons. The Committee will reconvene in open session after any such closed session caucus to continue discussions with Dominion or to move on the next item on the agenda.

The committee discussed the revised agreement between Dominion and Kewaunee County.

Jeff Wisnicky will revise the agreement again and the committee will review it again.

Other Matters Authorized by Law: none

Next Meeting: not discussed

Adjournment: Motion by Tom Romdenne, second by Bob Weidner to adjourn the meeting. Motion carried. Adjourned at 4:42 p.m.

Submitted by: Peggy Jeanquart, Recording Secretary