



Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING

AMENDED AGENDA

Date: Wednesday, October 28, 2015 / Time: 10:30 a.m., Conference Room
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

1. Call to Order
2. Roll Call
3. Approve October 28, 2015 Agenda
4. Approve October 15, 2015 Meeting Minutes
5. Resolution/Request to State Concerning HWY 54 Construction to be Completed Prior to Farm Technology Days.
6. Review of Conservation Specialist Position Description.
7. Review of Tourism Marketing/Public Communications Specialist Position Description.
8. Review & Possible Action of County Vehicle Use Policy.
9. Discussion & Approval: Alternate Health Insurance Plan for Employees Not Contributing to WRS.
10. Approval to Fill Position Vacancy: Deputy Sheriff – Patrol Division.
11. Discussion & Approval: 1.5% Pay Supplement.
12. Discussion & Approval: Child Support Manager Salary Increase.
13. Discussion of Letter to Landowners Regarding Land Use and Groundwater.
14. Other Matters Authorized by Law
15. Next Meeting
16. Adjournment

The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to do so. Persons with disabilities needing special accommodations to attend or participate should contact the County Administrator's Office at (920) 388-7164 prior to the meeting so that accommodations may be arranged.

A majority of the members of the County Board of Supervisors or any of its committees may be present at this meeting to listen, observe, and participate. If a majority of any such committee is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

**Kewaunee County
Personnel Advisory and Legislative Committee**

October 15, 2015

Meeting Minutes

CALL TO ORDER

The meeting was called to order by Chair Heuer at 10:30 a.m.

ROLL CALL

Committee members Heuer, Weidner, Romdenne, Luft, Shillin, Kirchman, Pagel, Heidmann, and Haske were present. Corporation Counsel Wisnicky, and Administrator Feldt were also present.

APPROVE OCTOBER 15, 2015 AGENDA – Pagel moved, Luft seconded to approve agenda. Motion carried.

APPROVE SEPTEMBER 10, 2015 MINUTES – Heidmann moved, Kirchman seconded to approve the minutes. Motion carried.

CONSIDER MOTION TO CONVENE IN CLOSED SESSION PURSUANT S. 19.85(1)(E) TO DELIBERATE BARGAINING STRATEGY FOR IMPENDING UNION NEGOTIATIONS – Weidner moved, Heidmann seconded to go into closed session. Motion carried unanimously.

MOTION TO RETURN TO OPEN SESSION – Pagel moved, Luft seconded to return to open session. Motion carried.

CONSIDER MOTION TO CONVENE IN CLOSED SESSION PURSUANT S. 19.85(1)(C) & (F) TO CONSIDER SENSITIVE PERSONNEL MATTER: EMPLOYEE REQUEST TO EXTEND FMLA –, Heidmann moved, Kirchman seconded to go into closed session. Motion carried unanimously.

MOTION TO RETURN TO OPEN SESSION – Heidmann moved, Pagel seconded to return to open session. Motion carried.

DISCUSSION & POSSIBLE ACTION REGARDING POLICY CHANGES RELATING TO HEALTH PLAN DESIGN CHANGES - Feldt reviewed the health plan design changes that were approved by the Finance Committee. These changes should reduce the premium increase from 16% to under 10% (an approximate 7% reduction). Discussion took place regarding the implementation of a separate health plan for employees that do not contribute to the WI Retirement System (WRS). The Committee directed Administrator Feldt to research such plans and present the Committee options for an alternate health plan for employees that do not contribute to WRS.

OTHER MATTERS AS AUTHORIZED BY LAW – Feldt gave a short personnel report. Feldt updated the Committee on the recruitment of the Sheriff's assistant and the eligibility list for Radio Operator/Jailer position.

Feldt brought up the issue of vehicle use. Highway Commissioner Every has requested the ability to take a vehicle out of the county from December through March, similar to what was approved last year. Heuer and Kirchman raised the issue of a county employee use of a vehicle to travel from the Algoma shop to the main Highway shop. The Committee directed the Administrator to investigate the issue and report back to the Committee regarding both issues.

Heuer raised the issue of pursuing legislation to address the cost of reimbursing other counties for the use of their libraries by Kewaunee County residents. Heuer informed the Committee that he has had a conversation with former legislator Gary Bies and will continue to pursue the issue.

Heidmann informed the Committee that the Highway Committee will be discussing the possibility of instituting a wheel tax. The wheel tax would charge each vehicle \$20 and would be collected by the Dept of Transportation on the County's behalf. Kewaunee County has over 18,650 vehicle that qualify which would raise approximately \$373,000 that would be allocated to the Highway Department. This issue will be talked about at a future Highway Committee meeting.

NEXT MEETING – The next meeting date was scheduled for Wednesday, October 28 at 10:30 a.m.

ADJOURNMENT - Romdenne moved, Pagel seconded to adjourn. Motion carried. Meeting adjourned at 11:54 a.m.

Respectfully submitted,
Scott Feldt

A handwritten signature in black ink, appearing to read "Scott Feldt", written in a cursive style.



Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING

AGENDA

Date: Thursday, October 15, 2015

Time: 10:30 a.m., Conference Room

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

1. Call to Order
2. Roll Call
3. Approve October 15, 2015 Agenda
4. Approve September 10, 2015 Meeting Minutes
5. Consider a motion to convene in closed session pursuant to s.19.85(1)(e) to deliberate the County's bargaining strategy for the impending union negotiations with the Sheriff's department, jailers, courthouse and professional bargaining units.
6. Consider a Motion to Return to Open Session
7. Consider a motion to convene in closed session pursuant to s. 19.85(1)(c) & (f) to consider sensitive personnel matters, to-wit: consider a request to grant an employee a leave of absence for medical reasons.
8. Consider a Motion to Return to Open Session.
9. Discussion & Possible Action Regarding Policy Changes Relating to Health Plan Design Changes
10. Other Matters Authorized by Law
11. Next Meeting
12. Adjournment

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

Date: Thursday, September 10, 2015, Time: 10:30 a.m., Conference Room
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

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, Virginia Haske, John Pagel was excused. Others Present: Scott Feldt, Jeff Wisnicky, Pat Benes, Sheriff Matt Joski, John Mastalir

Approve September 10, 2015 Agenda: Motion by Tom Romdenne, second by Lee Luft to approve the September 10, 2015 agenda. Motion carried.

Approve August 6, 2015 and August 11, 2015 Meeting Minutes: Motion by Bruce Heidmann, second by Tom Romdenne to approve the August 6, 2015 and August 11, 2015 meeting minutes. Motion carried.

Consider a motion to convene in closed session under Wis. Stat. s. 1985(1)(c) for "considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility." to-wit: 180 - day performance evaluation of County Administrator: Motion by Tom Romdenne, second by Larry Kirchman to convene in closed session per Wis. Stat. s. 1985(1)(c) for reasons stated on the agenda. Motion carried.

Consider a Motion to Return to Open Session: Motion by Lee Luft, second by Bruce Heidmann to return to open session. Motion carried.

Authorization to Fill Sheriff Assistant Position: Sheriff Matt Joski indicated Luann LeCloux is retiring in January 2016. Sheriff Joski would like to have a good transition time for the new person and to now begin advertising to fill the position. Motion by Bruce Heidmann, second by Lee Luft giving authorization to fill the Sheriff Assistant position with Scott Feldt to determine start date. Motion carried.

Review and Clarification With Possible Action: Sick Leave Personnel Policy: Scott Feldt indicated that in the current unused sick leave personnel policy, there is not clarity. In order to use banked sick leave and retire, you must retire under ETF guidelines. Motion by Bob Weidner, second by Kaye Shillin to adopt the language to clarify this policy. Motion carried.

Update on Dominioni: Ron Heuer updated the committee on the status of the utility tax.

Other Matters Authorized by Law: Ron Heuer discussed current taxation on ag production land with the committee. Scott Feldt distributed the September Personnel Report. Sheriff Joski answered questions from the committee regarding the Radio Operator Jailer (to establish an eligibility list) recruiting process.

Next Meeting: October 15, 2015 at 10:30 a.m.

Adjournment: Motion by Bruce Heidmann, second by Kaye Shillin to adjourn the meeting. Motion carried. Adjourned at 11:48 a.m.

Submitted by, Peggy Jeanquart, Recording Secretary

Peggy Jeanquart