

**EXECUTIVE COMMITTEE MINUTES
OCTOBER 7, 2013 – 9:00 A.M.
ADAMS COUNTY COURTHOUSE – CONFERENCE ROOM A-260**

John West, Chair, called the meeting to order at 9:00 a.m. The meeting was properly announced.

Committee members present: John West, Jack Allen, Larry Babcock, Florence Johnson, and Al Sebastiani.

Other present: Trena Larson, Administrative Coordinator/Director of Finance; Attorney Kenneth M. Wagner, Corporation Counsel; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant (recording secretary).

There was no new correspondence.

Motion by Sebastiani seconded by Johnson, to approve the Agenda. Motion carried by unanimous vote.

Motion by Allen, seconded by Babcock to approve the Minutes of September 6, 2013. Motion carried by unanimous vote.

Discussion was held regarding Amendment of Resolution 13-2013 to establish a wage structure for Medical Examiner for fiscal year 2013, and approve retroactive pay. Motion by Allen, seconded by Babcock, to approve and forward to the County Board.

Administrative Coordinator/Director of Finance monthly report. Per the request of Allen, Larson reported the comparison of costs to implement outside legal service during the recent vacancy in Corporation Counsel Office. Expenses are still being received for services during this vacancy. All other department operations are proceeding smoothly.

Corporation Counsel reported the types and number of cases, legal opinions and documents reviewed, as well as Interim Child Support Director responsibilities. Allen suggested that the County Board be provided with an overview, perhaps at the October County Board meeting, of how TIF Districts impact the County. Larson has excellent reference materials which she will distribute to the Committee.

Personnel Director monthly report. The Committee reviewed a handout of department activities and accomplishments. Health assessments have been scheduled. MEUW will forward a contract to the Safety Committee for review and implementation. MEUW and our worker's compensation carrier can work together. Kaye will attend a 30-hour OSHA training session.

Motion by Allen, seconded by Babcock, to approve August and September 2013 vouchers. Motion carried by unanimous vote.

9:50 a.m. Terry James and Joe Stuchlak arrived.

Motion at 10:10 a.m. by Allen, seconded by Sebastiani to recess for five minutes. Motion carried by unanimous vote.

The meeting reconvened at 10:15 a.m. Motion at 10:17 a.m. by Allen, seconded by Sebastiani, to convene in closed session per Wis. Stats. §19.85(1)(c). Conduct interviews for Adams County Land and Water Conservationist. Motion carried by unanimous vote.

The meeting reconvened in open session per Wis. Stats. §19.85(2) at 2:47 p.m. No motions were made post-closed meeting.

Set next meeting date: November 5, 2013 at 8:00 a.m.

Action items for next meeting: None.

Motion at 2:50 p.m. by Sebastiani, seconded by Babcock, to adjourn. Motion carried by unanimous vote.

Respectfully submitted,

Diane M. Heider
Recording Secretary