

**Meeting Minutes of  
Lincoln County Administrative and Legislative Committee  
Monday, May 2, 2016 at 9:00 am.  
Lincoln County Service Center Room 248**

**MEMBERS PRESENT:** Robert Lee, Robert Weaver, Patricia Woller, Paul Gilk, and Julie Allen

**MEMBERS NOT PRESENT:** Hans Breitenmoser, Jr and Garth Swanson

**VISITORS:** Randy Scholz, Travis Spoehr, Debbie Moellendorf, NL Bergstrom, and Rick Wolf

1. **Call Meeting to Order:** Chair Lee called the meeting to order at 9:00 a.m.
2. **Approval of Minutes from Previous Meeting:** Motion by Woller with a second by Allen to approve the previous minutes from April 4, 2016. All ayes.
3. **Election of Officers:**
  - a. **Vice Chair:** Bob Weaver was nominated by Allen. Motion by Allen, second by Gilk to close nominations and cast a unanimous vote for Weaver. All ayes.
  - b. **Secretary:** Allen was nominated by Weaver. Motion by Weaver, second by Gilk to close nominations and cast a unanimous vote for Allen. All ayes.
4. **County Board YTD Budget Report:** Administrative Coordinator Scholz indicated County Clerk Marlowe was not able to attend, but Marlowe indicated there were no issues with the year-to-date budget. Report was placed on file.
5. **Departmental Reports**
  - a. **Information Technology Activity and Financial Reports:** IT Director Spoehr went over his report. Report was placed on file.
  - b. **Corporation Counsel Activity and Financial Reports:** Corporation Counsel Bergstrom went over her report. Report was placed on file.
  - c. **Veteran Service Activity and Financial Reports:** VA officer Wolf was not able to attend the meeting. Report was placed on file.
  - d. **UW-Extension Activity and Financial Reports:** Department Head Moellendorf went over her reports. Report was placed on file.
  - e. **Administrative Coordinator Activity and Financial Reports:** Administrative Coordinator Scholz went over his report. Report was placed on file.
6. **2015 Budget Modifications – IT Department:**

Motion by Allen, second by Woller to approve and forward to finance. All ayes
7. **2015 Budget Modifications – County Board Budget:**

Motion by Weaver second by Gilk to approve and forward to finance. All ayes
8. **2017 Budget – Corporation Counsel:**

Motion by Lee second by Weaver to approve and forward to finance. All ayes
9. **2017 Budget – Administration Department:**

Motion by Woller second by Allen to approve and forward to finance. All ayes
10. **2017 Budget – UW Extension:**

Motion by Woller second by Gilk to approve and forward to finance. All ayes

**11. 2017 Budget – Veteran Services Department:**

Motion by Gilk second by Weaver to approve and forward to finance. All ayes

**12. Resolution requesting Veterans Service Office Grant Revision:** Wolf and Scholz

explained the resolution is to move the grant back to a block grant so the funds can be used as the County wants. With the current change to the grant, it makes utilization very difficult.

Motion by Gilk second by Weaver to approve and forward to County Board. All ayes

Motion by Allen second by Woller to go into Closed Session and allow Administrative Coordinator Scholz and Veteran Service Officer Wolf to participate in closed session. Roll call vote, all ayes.

**Closed Session**

**13. Convene into closed session pursuant to sec. 19.85(1) (c), Wis. Stats., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility.**

**a. Veteran Service Officer – Yearly Evaluation**

Motion by Weaver second by Woller to enter open session. Roll call vote, all ayes.

**OPEN SESSION**

**14. Take any necessary action on item discussed in closed session:** Motion by Lee second by Woller to give an excellent review and approve a step increase for Veteran Service Officer Wolf.

**15. Set Next Meeting:** June 6, 2016 at 9:00 am.

**16. Adjourn** Motion by Allen second by Woller to adjourn at 9:57 am. All ayes

Minutes prepared by Randy Scholz