

**Meeting Minutes of
Lincoln County Administrative & Legislative Committee
Monday, September 13, 2010 at 8:00 a.m.
Lincoln County Service Center – Room 107**

MEMBERS PRESENT: Robert Lussow, Robert Lee, Patricia Woller, Arlene Meyer, Ron Krueger, Greta Rusch, and Dan Caylor

MEMBERS NOT PRESENT:

VISITORS: Randy Scholz, Nancy Bergstrom, Art Lersch, Don Schlising, Matt Schreiber, Kim Wickman, and Mike Nelson

1. **Call Meeting to Order:** Chairman Lussow called the meeting to order at 8:00 a.m.
2. **Approve minutes of previous meetings:** Motion by Caylor, second by Woller to approve the minutes of the previous meeting. All ayes, motion carried.
3. **North Central Wisconsin Regional Planning Commission:** Matt Schreiber from the North Central WI Regional Planning made a request to the County for a resolution of support for a community-wide United States Environmental Protection Agency (AUEPA) Assessment Grant. It is the understanding the grant would support progress toward a healthier community in Lincoln County. If the grant was awarded Lincoln County will continue to work the North Central Wisconsin Regional Planning Commission to implement the grant. Matt explained that it would affect 10 county surrounding areas of Lincoln County. A motion was made by Woller, second by Rusch to approve a resolution. Further discussion followed. It was recommended a committee be involved with the assessment and set priorities of the project. Woller and Rusch re-tracked their votes for a resolution. A motion was made by Woller, second by Rusch to submit a letter of support instead for a community-wide United States Environmental Protection Agency Assessment Grant. All ayes, motion carried.
4. **Filling Vacancy for County Clerk:** Randy explained we have two options set by State Statues for replacing this position. The options are to have a special election which could cost anywhere from \$8,000-\$20,000, this amount does not include the cost to the Townships or the Cities. The other option is to have the County Board appoint someone. The position has a two year term left. Discussion followed. The current deputy has no interest in taking the position. Motion by Caylor, second by Lussow to recommend to the County Board to appoint someone for the position and to approve the process. All ayes, motion carried.
5. **Authorization for Replacements**
 - a. **Social Services Director:** The current Social Services Director has resigned from this position due to end of contract term. Motion by Woller, second by Krueger to approve resignation of director.
 - b. **Highway Commissioner:** Randy expressed their will not be a need to waive the hiring freeze on this position, because it will take longer then ninety days to fill it. This position will currently be filled by an interim person. Motion by Caylor, second by Woller to approve filling this position.

Dan Caylor left the meeting at 8:55 a.m.

6. **Family Care Update:** Randy Scholz gave an update as Terry Schmidt was not able to be at the meeting. The ADRC will take affect November 1, 2010. Terry's resignation will take effect after the September County Board meeting pending the approval of Mike Nelson as Social Services Director.

7. **Probationary Period for the Administrative Coordinator:** Randy Scholz did not want any confusion on the probationary period for new department heads and department heads that are promoted in their department. Randy made a recommendation to the Committee to have a 12 month probationary period for him. Motion by Caylor, second by Lussow to have an evaluation every 90 days. All ayes, motion carried.
8. **WCA 2010 Resolutions:** Randy shared the Wisconsin County Association Resolutions with the Committee. No action necessary.
9. **Voluntary Study by UW Extension:** Art Lersch gave a background on the study. The Committee looked at how to make a plan. Since the budget is set for 2011, this would be a goal for 2012. This study has already been addressed to the Department Heads and at the Finance Committee. The Committee could bring a resolution to the County Board to approve or disapprove of the study. Discussion followed. The Committee decided to lay over this item to the next meeting to determine what to put in the resolution and what the plan will have. Art Lersch will also come to the next meeting with a direction of the plan. No action necessary.
10. **Departmental Reports:**
 - a. **Corporation Counsel Activity and Financial Report:** Nancy's present her monthly report. Motion by Woller, second by Lussow to place the report on file.
 - b. **Administrative Coordinator Activity and Financial Report:** Randy presented his monthly report. Randy will add union contract updates to his report in the future. The report was placed on file.
 - c. **Information Technology Financial Report:** Don presented his monthly report. The report was placed on file.
11. **County Board YTD Budget Report:** The Committee reviewed the budget report and the report was placed on file.
12. **Set next meeting date; Adjourn:** The next meetings will be on October 4, 2010 at 8:00 a.m. and November 1, 2010. Motion by Meyer, second by Woller to adjourn. All ayes, motion carried. The meeting adjourned at approximately 10:15 a.m.