

**Meeting Minutes of
Lincoln County Administrative & Legislative Committee
Tuesday, September 2, 2014 at 5:30 p.m.
Lincoln County Service Center Room 248**

MEMBERS PRESENT: Patricia Woller, Greta Rusch, Dan Caylor, James Alber, and Hans Breitenmoser, Jr.

MEMBERS NOT PRESENT: Robert Lussow and Robert Lee

VISITORS: Randy Scholz, Debbie Moellendorf, Rick Wolf, N.L. Bergstrom, and Tom Schmitz.

1. **Call Meeting to Order:** Motion by Rusch, Second by Alber to allow Caylor to run the meeting since the Chair, Vice-Chair, and Secretary are not at the meeting. All ayes. Caylor calls the meeting to order at 5:32 p.m.
2. **Approval of Minutes from Previous Meetings:** Motion by Alber, second by Breitenmoser to approve the minutes of the previous meeting. All ayes.
3. **County Board YTD Budget Report:** County Clerk was not available for the meeting. The report was placed on file.
4. **Departmental Reports:**
 - a. Information Technology Activity and Financial Reports: Department Head was not available for the meeting. The report was placed on file.
 - b. Corporation Counsel Activity and Financial Reports: Bergstrom reviewed her report. The report was placed on file.
 - c. Veteran Service Activity and Financial Reports: Wolf reviewed his report. The report was placed on file.
 - d. Administrative Coordinator Activity and Financial Reports: Scholz reviewed his report. The report was placed on file.
 - e. UW Extension Activity and Financial Reports: Moellendorf reviewed her report. The report was placed on file.
5. **Answering questions the Committee had about salaries and funding for UW-Extension -Tom Schmitz, UW-Extension North Central Regional Director:** Tom Schmitz addressed committee and tried to answer questions that they had. Motion by Woller, Second by Alber to have Administrative Coordinator Scholz get Regional Members to next Administrative & Legislative meeting. All ayes.
6. **Process for Three Year Review of Joint Cooperative Extension Agriculture Development Educator Position with Marathon County (Position Description and MOU provided):** Tom Schmitz addressed the committee and asked they would like the MOU handled. The committee said they would like a joint meeting with Marathon County and have that as a part of a regular Administrative & Legislative meeting. Tom will talk to Marathon County and figure out a schedule that works for both.
7. **Cost for adding waiting room for Veteran's Services Office:** Scholz addressed the committee and indicated the cost for the waiting room to be approximately \$8,740.00. Motion by Woller, Second by Rusch to approve and move the request to public property for them to approve the project and for funding. All ayes.
8. **Set Next Meeting:** October 7, 2014 at 6:00 pm
9. **Adjourn:** Motion by Alber, Second by Breitenmoser to adjourn at 6:30 pm.