

**Meeting Minutes of  
Lincoln County Personnel Committee  
Tuesday, January 10, 2006 at 8:00 a.m.  
Conference Room – Land Resources Building Merrill**

**MEMBERS PRESENT:** Daniel Caylor, Robert Lussow, Frank Saal, Melissa Schroeder, Patricia Woller

**VISITORS:** Nancy Bergstrom, and John Mulder

**OPEN MEETING**

**1. Call Meeting to Order:** Dan Caylor called the meeting to order at 8:00 a.m.

**2. Approve Minutes of Previous Meetings:** Motion by Lussow, second by Schroeder to approve the minutes of the previous meeting. All ayes, motion carried.

**3. Corporation Counsel:**

- a. **Monthly Report & Financial Report- Q and A on written report:** Nancy Bergstrom distributed and presented her monthly reports. The reports were placed on file.
- b. **Budget Modifications:** Nancy Bergstrom presented a budget modification request due to some line items were over budget and some under. The total expenditures were under the budget. Motion by Lussow, second by Woller to approve budget modification. All ayes, motion carried.
- c. **Vacation Carryover:** Nancy Bergstrom requested to carry over 4 weeks of vacation. Motion by Woller, second by Lussow to approve request. All ayes, motion carried.
- d. **Approve Child Support Cooperative Agreement:** Nancy Bergstrom presented a child support cooperative agreement between Corporation Counsel and Child Support to provide legal services in the absence of the child support attorney. Motion by Caylor, second by Lussow to approve the agreement. All ayes, motion carried.

**4. Administrative Coordinator:**

- a. **Report- Q and A on written report:** John Mulder presented his monthly report. The report was placed on file.
- b. **Health Insurance Report- Q and A on financial report:** John Mulder presented the health insurance financial report. The report was placed on file.

**5. Chapter 4 of Lincoln County Code of Ordinances-Personnel Policy revised table of contents.**

John Mulder reviewed draft of the table of contents of Chapter 4 of the Code of Ordinance with the committee and explained his plan to re-organize the chapter and revise some of the existing policies and draft new ones where needed. New policies and amendments would be presented to the committee and county board.

**CLOSED SESSION**

**6. Convene into Closed Session** Pursuant to Sec. 19.85(1)(e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session.

- a. Performance Evaluation-Corporation Counsel
- b. Bargaining update

Motion by Lussow, second by Caylor to convene into closed session pursuant to Sec. 19.85(1)(e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session to discuss item a-b on the agenda. All ayes, motion carried. John Mulder, and Nancy Bergstrom would be

allowed to participate in closed session. John Mulder excused himself for the Corporation Counsel evaluation. Motion by Lussow, second by Schroeder to reconvene into open session. All ayes, motion carried.

**OPEN SESSION**

**7. Take any necessary action on Items Discussed in Closed Session:**

- a. **Performance Evaluation-Corporation Counsel:** Motion by Lussow, second by Woller to approve favorable evaluation. All ayes, motion carried.

**8. Set next meeting date(s); Adjourn:** The Committee set the next meeting date for February 13, 2006 at 8:00 a.m. Motion by Woller, second by Lussow to adjourn. All ayes, motion carried. The meeting adjourned at approximately 8:52 a.m.

Minutes prepared by John Mulder