



MINUTES

Executive Committee

Tuesday, December 16, 2014
County Board Room
Third Floor, Marinette County Courthouse

MEMBERS PRESENT: Supervisors Alice Baumgarten, Mike Behnke, Russ Bousley, Ken Casper, Mike Cassidy, Melissa Christiansen, Kathy Just, Ken Keller, Nick Lakari, Ken Mattison, Ted Sauve, and Vilas Schroeder

MEMBERS EXCUSED:

OTHERS PRESENT: County Clerk Kathy Brandt, Corporation Counsel Gale Mattison, Human Resources Director Jennifer Holtger, Finance Director Pat Kass, Supervisors Gilbert Engel, Cheryl Wruk, Robert Holley, Dave Zahn, Cindy Barrette, Don Pazynski, Don Phillips, Paul Gustafson, Shirley Kaufman, Al Mans, Clancy Whiting, Russ Bauer, Bay Cities Radio, Eagle-Herald, and Peshtigo Times

1. Call to order

Chair Schroeder called the meeting to order at 11:00 a.m.

2. Agenda

Motion (Keller/Just) to approve agenda. Motion carried.

3. Public Comment

4. Minutes

Motion (Cassidy/Christiansen) to approve minutes of October 28, 2014. Motion carried.

5. County Board Information

Prepared statement:

Just a general reminder that Wisconsin County Government is a supervisory form verses a commissioner form such as Michigan where commissioners can get involved in the day to day activity and micromanage their respective departments.

The role of supervisors is to establish policy that sets forth the parameters in which departments are to function. Policy is developed within the various committees and

brought forward to the full board via a motion. Once approved by the full Board, this becomes part of our overall operational policy.

As supervisors we should not involve ourselves in day to day activities of individual departments or the Courthouse as a whole. That is the function of administration.

Any staff issues need to be relayed to administration, as these are administrative related and not policy related.

*Vilas L. Schroeder
County Board Chair*

6. Library Board Composition

Motion (Cassidy/Sauve) to recommend County Board approve changing Marinette County Consolidated Library Board composition from three members from the City of Marinette to one member from the City of Marinette and two members at large. Motion carried.

7. Twin County Airport Agreement

Motion (Behnke/Keller) to authorize the Corporation Counsel to continue to work with Menominee County to amend the Twin Counties Airport agreement. Motion carried.

8. Report by Administrator

Power point presentation. Exhibit A.

9. Future Agenda Items

10. Adjournment

Motion (Cassidy/Mattison) to adjourn at 12:25 p.m. Motion carried.

Next meeting date: Call of the Chair

Kathy Brandt
County Clerk

Date approved/corrected:

A close-up photograph of a green Christmas tree decorated with gold tinsel and lights. The background is a soft, out-of-focus green. A semi-transparent green banner is overlaid across the middle of the image, containing the title and names.

Administrators Report December 2014

Gale Mattison

Jennifer Holtger

Patrick Kass

Accomplishments

- **General**
- **Positions filled**
 - **IS Director**
 - **Facilities Director**
 - **Child Support Director**
- **Successful Negotiation for 2015 Health and Dental Insurance**
- **Mentoring of Department Heads**

Accomplishments - Continued

- **Completion of 2015 Budget**
- **Followed/Upheld Policy for Adding Positions**
 - **DA**
 - **Sheriff**

Moving Forward

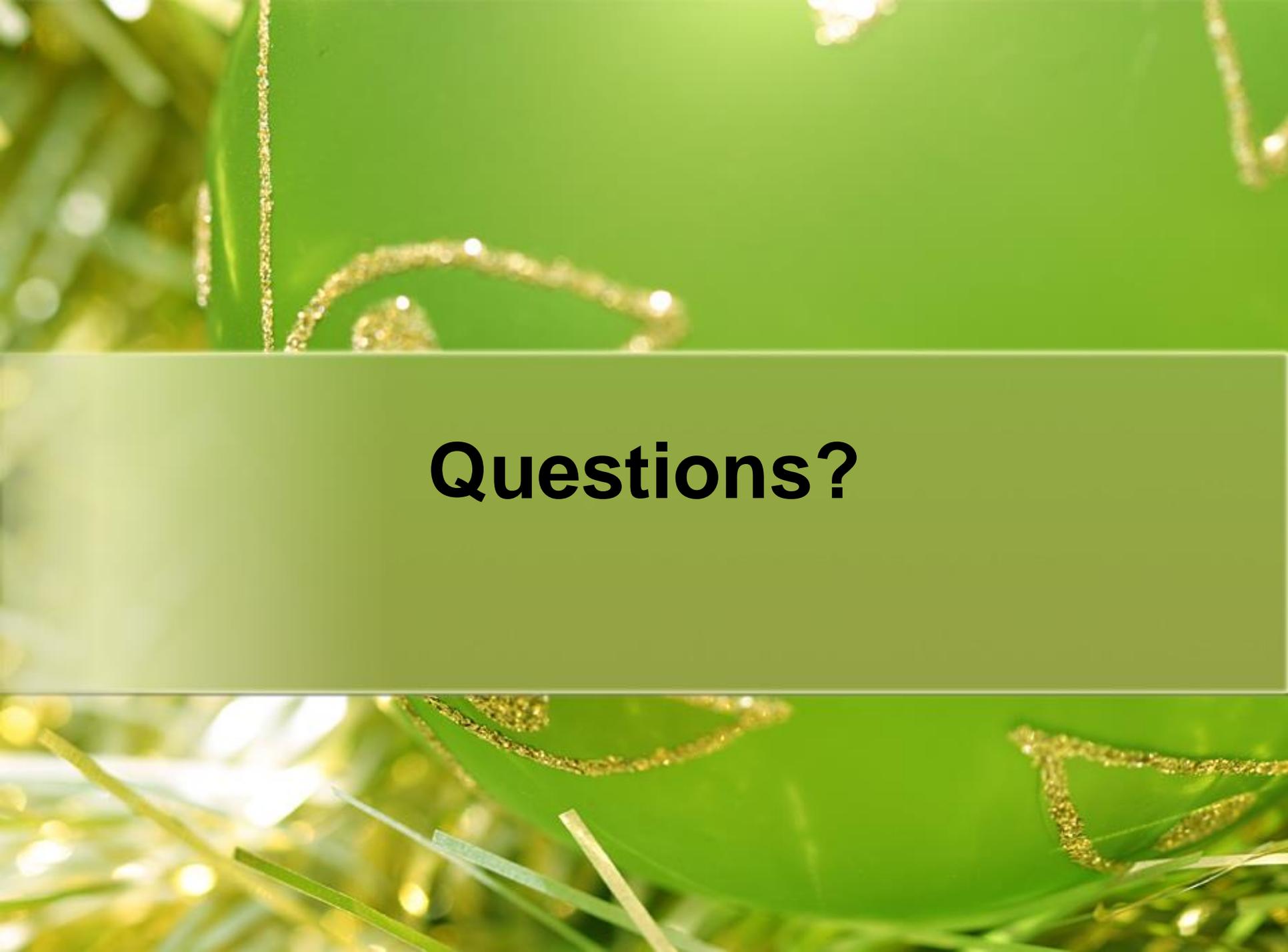
- **WIPFLI Wage Study**
 - **Employee Evaluation**
 - **Appeal mechanism**
 - **Other corrections**
- **Printing RFP**
- **LEAN Event on Park Collections**
 - **Per auditors – internal control did work but not as soon we would like**
- **Evaluation of the need for an Assistant Parks Administrator**

Moving Forward - Continued

- **Field House Pool Issue**
- **Elderly Services Contract**
- **Need for Additional Sheriff Deputy**
- **Policies and Procedures Updates**

Other items

- **Request for information**
 - **Questions vs. Information**
 - **Individual vs. Committee/County Board**
- **Role of Administrator**
 - **Administrator vs. County Board Supervisor Roles**
 - **Committee structure**



Questions?