	UNAPPROVEED MINUTES **Administrative Services Committee** **Tuesday, April 12, 2016 – 5:00 pm** **Health & Human Services Center – Community Room** **303 W. Chapel Street** **Dodgeville, Wisconsin**	**Iowa County Wisconsin**

1	The meeting was called to order by Vice-Chair Curt Peterson at 5:00 p.m.
2	- Roll Call. Members present: Supervisors Carol Anderson (arrived at 5:22 p.m.), Judy Lindholm, Tom DeLain, Ron Benish, Curt Peterson, Greg Parman and John Meyers. - Members excused: James Griffiths and David Gollon. - Others Present: Roxie Hamilton, Allison Leitzinger, Craig Hardy, Tom Slaney, Ken Palzkill, Kim Ross, Matthew Allen, Larry Bierke and Greg Klusendorf.
3	Sup. Benish moved to approve the agenda for this April 12, 2016 meeting. Sup. Parman seconded the motion. Carried. Aye-6 Nay-0
4	Sup. Lindholm moved to approve the minutes of the March 21, 2016. Sup. Benish seconded the motion. Carried. Aye-6 Nay-0
5	There were no reports from committee members and no members of the audience addressed the committee.
6	April 2016 Employment Activity Report: • Social Services Social Worker – References completed. • Highway Auxiliary Maintenance Patrol – 9 applications received. • HWY LTE (4) - 12 applications received. • Economic Support Manager – Recruitment started April 6. • Substitute Bus Driver – Ongoing recruitment. • Dispatcher/Correctional Officer (FT and PT On-Call) – Background investigation started. • Bloomfield Healthcare PRN & FT/PT CNA –ongoing recruitment. • Bloomfield Healthcare Registered Nurse –ongoing recruitment. • Bloomfield Laundry/Housekeeping – ongoing recruitment. Allison reported that the Social Worker applicant accepted the offer and starts May 2nd. Highway interviews are this upcoming Friday and Monday.
7	Consider revising the Social Worker On Call Work Rule. Health & Human Services Director Tom Slaney came before the committee to explain why he is requesting the change. Sup. Benish moved to revise the Social Worker On Call Work Rule as presented. Sup. Lindholm seconded the motion. Carried. Aye-6 Nay-0
8	Financing of Highway Equipment. Highway Commissioner Craig Hardy and Roxie explained to the committee the options of borrowing

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	funds to purchase highway equipment. Discussion followed. Sup. Benish moved to approve going forward to get the options to borrow $600,000 for replacing highway equipment and to forward this to the Board for consideration. Sup. DeLain seconded the motion. Carried. Aye-7 Nay-0
9	Chair Anderson took the gavel at 5:38 p.m. Sup. Lindholm moved to approve the Resolution Recommending Budget Amendments for 2016 Transfer of Funds from the Contingency Fund to Corporation Counsel for Outside Legal Counsel Expense and to forward it to the Board for consideration. Sup. Peterson seconded the motion. Carried. Aye-7 Nay-0
10	Sup. Benish moved to approve the Resolution Transferring Funds Within Land Conservation Expenditure Accounts for the Purchase of Software and to forward it to the Board for consideration. Sup. Parman seconded the motion. Carried. Aye-7 Nay-0
11	Sup. Peterson moved to approve the Resolution Reporting the Carryover Amounts from 2015 to 2016 and to forward it to the Board for consideration. Sup. Benish seconded the motion. Carried. Aye-7 Nay-0
12	Sup. DeLain moved to approve the Resolution Recommending 2015 Budget Amendments for Various Departments and to forward it to the Board for consideration. Sup. Benish seconded the motion. Carried. Aye-7 Nay-0
13	Sup. Parman moved to approve the Resolution Recommending Transfer of Funds from the Iowa County General Fund to Cover Expenditures in Excess of Budget for 2015 and to forward it to the Board for consideration. Sup. DeLain seconded the motion. Carried. Aye-7 Nay-0
14	Sup. Parman moved to approve Resolution Recommending Transfer of Funds from the Iowa County Capital Projects Fund to Cover Expenditures in Excess of Budget for 2015 and to forward it to the Board for consideration. Sup. Benish seconded the motion. Carried. Aye-7 Nay-0
15	Sup. DeLain moved to approve Resolution Recommending Transfer from the Contingency Account to Cover Expenditures in Excess of Budget for 2015 and to forward it to the Board for consideration. Sup. Peterson seconded the motion. Carried. Aye-7 Nay-0
16	Employee Relations Director Allison Leitzinger pointed out some changes that were made to the Iowa County Employee Handbook after legal review. Sup. DeLain moved to use the original wording in section 4.2 Appearance and Demeanor concerning "visible body jewelry and art…", approve the Iowa County Employee Handbook with the change and to forward it to the Board for consideration. Sup. Peterson seconded the motion. Carried. Aye-5 Nay-2 Sups. Lindholm and Benish voted against the motion.
17	Sup. Lindholm moved to convene in closed session pursuant to section 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Update on the Sheriff's Department union negotiations.) Sup. Benish seconded the motion. Carried. Aye-7 Nay-0. Roxanne Hamilton, Allison Leitzinger, Larry Bierke, Matthew Allen and Ken Palzkill were invited to join the closed session. Entered closed session at 6:24 p.m.

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18	Sup. Peterson moved to return to open session. Sup. DeLain seconded the motion. Carried. Aye-7 Nay-0 Entered open session at 6:34 p.m.
19	There was no action taken on the closed session item.
20	Sup. DeLain moved to convene in closed session pursuant to section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Corporation Counsel compensation) Sup. Peterson seconded the motion. Carried. Aye-7 Nay-0 Roxanne Hamilton, Allison Leitzinger, Larry Bierke, Matthew Allen and Ken Palzkill were invited to join the closed session. Entered closed session at 6:35 p.m.
21	Sup. DeLain moved to return to open session. Sup. Meyers seconded the motion. Carried. Aye-7 Nay-0 Entered open session at 6:52 p.m.
22	There was no action taken on the closed session item.
23	No meeting date was set. Due to the Standing Committee restructuring this was the last meeting of the Administrative Services Committee.
24	Sup. Benish moved to adjourn the meeting. Sup. Lindholm seconded the motion. Carried. Aye-7 Nay-0 Meeting adjourned at 6:53 p.m.
Minutes by Roxanne Hamilton & Greg Klusendorf	

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