



**APPROVED MINUTES**  
**Administrative Services Committee**  
**Tuesday, October 13, 2015 – 6:00 pm**  
**Health & Human Services Center – Community Room**  
**303 W. Chapel Street**  
**Dodgeville, Wisconsin**

**Iowa  
County  
Wisconsin**

1	The meeting was called to order by Chair Carol Anderson at 6:00 p.m.
2	<p>- Roll Call. Members present: Supervisors Carol Anderson, Judy Lindholm, Tom DeLain, Dave Gollon, James Griffiths, Ron Benish, Greg Parman, Curt Peterson and John Meyers.</p> <p>- Others Present: Roxie Hamilton, Allison Leitzinger, Laura Jean Blotz, Pam Steffes, Ken Palzkill, Dan Nankee, Steve Michek, Steve Bennett, Paul Ohlogge, Keith Hurlbert, Craig Hardy, Matthew Allen and Greg Klusendorf.</p>
3	Sup. Lindholm moved to approve the agenda for this October 13, 2015 meeting. Sup. DeLain seconded the motion. Carried.
4	Sup. DeLain moved to approve the minutes of the September 15, 2015 meeting. Sup. Parman seconded the motion. Carried
5	<p>Report from committee members and an opportunity for members of the audience to address the committee.</p> <p>- Jim Griffiths mentioned at the last EDP meeting that Anna Schramke mentioned arranging a meeting with the Midwest Poultry &amp; Ratite on the RLF. Roxie gave a brief update from the meeting that was held today – a full up date will be given at the November ASC meeting.</p>
	Before the budget discussions started Finance Director Roxanne Hamilton informed the committee that the numbers had changed since the committee packet was mailed out. The General Transportation Aids for the Highway Department was \$95,242 less than last year. Because of this we are now \$145,000 over our maximum levy limit.
6	<p>Emergency Management proposed 2016 budget.</p> <p>Emergency Management Director Keith Hurlbert came before the committee to go over his budget. He said the large percentage increase of his budget is due to the fact he is requesting a new pickup truck and an additional 4 hours of staff time per week. His current truck is 15 years old and has close to 200,000 miles on it. In the last 4 years he has spent over \$9,000 on repairs to the truck.</p>
7	<p>UW-Extension proposed 2016 budget.</p> <p>UW-Extension Department Head Paul Ohlogge came before the committee to discuss his budget. Paul said they were able to lower the budget increase to 2.6%. Wage and fringes are the main reasons for the increase.</p>
8	<p>Highway Department proposed 2016 budget.</p> <p>Highway Commissioner Craig Hardy handed out the budget detail and reviewed it with the committee.</p>
9	Sheriff's Department proposed 2016 budget.

	Sheriff Steve Michek also went through his budget and took questions from the committee.
	The committee thanked everyone for going over their budgets with them.
10	Per diem and compensation for members of the board for additional responsibilities. After discussion was started it was the consensus of the committee to move this item to after item 11.
11	Establish per Diem Compensation and Mileage for the next Iowa County Board of Supervisors two year term. Sup. Parman moved to set the per diem rate at \$40.00 per meeting and set the mileage at the IRS rate. Sup. Gollon seconded the motion. Carried. Sup. Anderson, Benish and Griffiths voted against the motion.
10	Per diem and compensation for members of the board for additional responsibilities. Sup. Gollon moved to pay the Chair of the Board and the Chairs of the 4 standing committees an additional \$10.00 for chairing those meetings. Sup. Peterson seconded the motion. Carried. Sups. Benish and Griffiths voted against the motion.
12	Market adjustment to Classification/Compensation Structure. Sup. Benish moved to increase the wages of all non-union employees by 1 ½% effective January 1, 2016. Sup. DeLain seconded the motion. Carried. The market adjustment for the wages in the Classification/Compensation Structure matrix is an increase of 1 ½%.
13	Approve the Statewide Voter Registration System municipal fees for the 2016-2018 term. Sup. Griffiths moved to increase the SVRS fees as presented: \$10 for Towns, \$25 for Villages and \$35 for the City. Sup. Peterson seconded the motion. Carried.
14	Set the tentative Iowa County 2016 budget. <ul style="list-style-type: none"> <li>- Sup. Parman moved to eliminate the funding of the vacant Deputy County Treasurer position decreasing the department expenses by \$49,960 and to encourage more collaboration in the office. Sup. Meyers seconded the motion. Carried. Sup. Benish voted against the motion.</li> <li>- Sup. DeLain moved to eliminate the county funding for the OWI-ISP program effective June 30, 2016. Sup. Parman seconded the motion. Carried. Sups. Griffiths and Peterson voted against the motion.</li> <li>- Sup. Gollon moved to eliminate \$28,491 from the Emergency Management budget for the pick-up truck and utilize contingency funds in 2015 to purchase this vehicle. Sup. Benish seconded the motion. Carried.</li> <li>- Sup. Gollon moved to decrease the Sheriff's Department Capital budget by \$18,350 and have the Sheriff take \$18,350 out of the Jail Assessment Fund for Capital Purchases. Sup. Meyers seconded the motion. Carried.</li> <li>- Sup. Meyers moved to reduce the contingency account by \$13,394. Sup. Benish seconded the motion. Carried</li> </ul> <p>This tentative 2016 budget will be sent to the October Session of the Board for review.</p>

15	<p>October 2015 Employment Activity Report:  Due to the length of the meeting this item was not discussed.</p>
16	<p>Annual Review of the Flexible Spending Plan Subsidy and related resolution.  Sup. Lindholm moved to approve the annual review of the Flexible Spending Plan Subsidy and related resolution. Sup. Parman seconded the motion. Carried.</p>
17	<p>Annual review of the County Compensatory Pay Policy.  Due to the length of the meeting this item was not discussed</p>
18	<p>Policy suggestion related to Resolution No. 10-0313 Temporary Adjustment in Wages for Any Non-Represented Staff Person Who is Assigned Greater Essential Duties for an Absent or Vacant Position.  Due to the length of the meeting this item was not discussed.</p>
19	<p>The next meeting will be held on Tuesday, November 3, 2015 at 5:00 p.m.</p>
20	<p>Sup. Benish moved to adjourn the meeting. Sup. Meyers seconded the motion. Carried. Meeting adjourned at 8:45 p.m.</p>
<p>Minutes by Roxanne Hamilton and Greg Klusendorf</p>	