

# County Clerk's Office

Richland County, Wisconsin

Victor V. Vlasak  
County Clerk  
Administrative Coordinator

Courthouse – P.O. Box 310  
Richland Center, Wisconsin 53581

(608) 647-2197  
(fax) (608) 647-6134  
[vlasaky@co.richland.wi.us](mailto:vlasaky@co.richland.wi.us)

December 5, 2011

## NOTICE OF MEETING

The Finance/Personnel Committee will be meeting on Tuesday, December 6, 2011, at 9:00 a.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin, for the following purposes:

1. Call to Order
2. Proof of Notification
3. Approve Agenda
4. Approve November 1, 2011 Minutes
5. Deputy Clerk of Court Job Description
6. Pine Valley Building Options
7. Responsible Government Designation for Medicare
8. UW-Richland's Investment Grade Audit – Boiler System Replacement
9. Community Services Building Back-up Generator
10. Highway Department Union Employees Donation of Sick Leave
11. Management Information Systems Department
  - a. MIS Director Position
  - b. MIS Administrator Position
  - c. Lead Support Technician Position
12. Sale of Old Feed Mill Property
13. Reports: Investments and Trial Balance
- \* 14. Community Development Block Grant for Economic Development (CDBG-ED) – Schreiber Foods, Inc.
- \* 15. Combining of Administrative Fair Coordinator and Recycling Coordinator Job Descriptions to Create One Position with the Duties of Two Previous Positions
16. Adjourn

Yours truly,

Victor V. Vlasak  
Richland County Clerk

\* Agenda items added

Copies to: Finance/Personnel Committee Members

- Jeanetta Kirkpatrick, Chairman
- Fred Clary, Vice Chairman
- Gaylord Deets
- Ann Greenheck
- Walter Gust
- Betty Havlik

Richland Observer

Fruit Broadcasting, LLC

Bulletin Board

Our Files