

# County Clerk's Office

Richland County, Wisconsin

Victor V. Vlasak  
County Clerk  
Administrative Coordinator

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September 1, 2013

## NOTICE OF MEETING

The Finance and Personnel Committee will be meeting on Tuesday, September 3, 2013, 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, to discuss and/or take action on the following:

1. Call to Order
2. Proof of Notification
3. Approve Agenda
4. Approve Minutes of August 6<sup>th</sup> Meeting
5. Tax Deed Properties
  - a. Town of Richwood – Bids Received
  - b. Town of Buena Vista - Sale Process for Pine Forest Subdivision Lot 55
  - c. Sale Offers/Counter Offers
  - d. Karr Property Update
6. Land Information Office Plotter Purchase
7. Land Conservation Contribution Agreement
8. U.S. Cellular Agreement – Corporation Counsel Comments
9. Radio Tower Survey and Site Inspection
10. Maintenance Contract MacTec
11. Veterans Service Officer Grant – Use of Funds
12. Parks' Responsibilities Assignment to a Department
13. Job Description Updates, Job Title Changes and Reclassification Requests in the County Clerk's Office
  - a. Fiscal Clerk change to Payroll and Benefits Specialist
  - b. Secretary change to Accounts Payable Specialist
  - c. Accounting Supervisor change to Finance Director
14. Symons Maintenance Supervisor Position (Maybe subject of closed session under section 19.85 (1) (c) (f), Wisconsin Statutes)
15. Return to Open Session
16. Cash and Investments Reports
17. Volunteer Driver Mileage Reimbursement Rate Reduction
18. Regional Aging and Disability Resource Center Reorganization
19. Town of Buena Vista (Gotham) County-Owned Property – Sale
20. Group Health Insurance Rates for 2014 - Options
21. Adjourn

Sincerely,

Victor V. Vlasak  
Richland County Clerk

Note: Agenda items # 17, 18, 19 and 20 added

Copies to: Finance/Personnel Committee Members  
Richland Observer  
Fruit Broadcasting, LLC, Wisconsin Public Radio  
Bulletin Board, Our Files