

## **FINANCE AND PERSONNEL COMMITTEE**

November 5, 2013

The Finance and Personnel Committee met on Tuesday, November 5, 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.

Committee members present included: Fred Clary, Bob Bellman, Tom Crofton, Gaylord Deets, Bob Holets and Lew Van Vliet. Jeanetta Kirkpatrick was absent.

Others present included: Victor Vlasak, County Clerk; Randy Jacquet, Health and Human Services Director; Damon Anderson, Anderson Realty; Marc Higgs, Tri-County Airport Manager; and Don Seep, Warren Keys and Steve Leith.

Committee Vice Chairman Clary called the meeting to order.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent either by mail or email to all Committee members, a copy was posted on the Courthouse Bulletin Board, a copy was faxed to The Richland Observer and copies were sent by e-mail to WRCO, Wisconsin Public Radio and to all County Department Heads.

Motion by Holets, second by Crofton to approve the agenda, as amended, with the addition of three agenda items. Motion carried.

Motion by Van Vliet, second by Deets to approve the printed copies of the minutes for the meeting held on October 17, 2013. Motion carried.

Vice Chairman Clary announced that the sale of the tax deed parcels in the Towns of Bloom, Richwood and Rockbridge would now take place.

### Town of Bloom - Parcel Number 004-2625-4400

The appraised value of the parcel is \$200.00. No written bids were received. Vice Chairman Clary asked for oral bids. Steve R. Leith, 14861 High Ridge Street, Blue River made a oral bid of \$200.00. No further oral bids were received. Motion by Van Vliet, second by Crofton to accept the oral bid of \$200.00 and sell the parcel to Steve Leith. Motion carried.

### Town of Richwood – Parcel Number 024-3600-1410

The appraised value of the parcel is \$100.00. No written bids were received. \$100.00 oral bid made by Leith. \$150 oral bid made by Keys. \$200.00 oral bid made by Leith. \$225.00 oral bid made by Keys. \$250.00 oral bid made by Leith. \$275.00 oral bid made by Keys. \$300.00 oral bid made by Leith. \$325.00 oral bid made by Keys. \$350.00 oral bid made by Leith. No other oral bids were received. Motion by Crofton, second by Holets to accept the oral bid of \$350.00 and sell the parcel to Steve Leith. Motion carried.

### Town of Rockbridge – Parcel Number 026-1024-7000

The appraised value of the parcel is \$100. A written bid in the amount of \$200.00 was received from Donald Clark, 25135 County Highway D, Richland Center. No other written bids were received. No oral bids were received. Motion by Van Vliet, second by Crofton to accept the written bid of \$200.00 and sell the parcel to Donald Clark. Motion carried.

The Committee discussed the 2014 budget request for an additional \$5,671.00 as Richland County's share of the 5% local match required for state/federal funding for various Tri-County Airport improvements. During the budget formulation, Committee members had agreed that funds to cover the additional request would be made available when the project proceeds. Marc Higgs, Tri-County Airport Manager, was instructed to come back to the Committee when the match funds are needed.

Randy Jacquet addressed the Committee regarding language in the Health and Human Services Addendum dealing with on-call compensatory time. The compensatory time is earned when the on-call employee must respond to a call or conduct an investigation. The time is earned when the employee leaves their home, handles the issue and then returns home. The addendum allows for the accumulation of compensatory time up to 40 hours. There is no end date for usage of the on-call compensatory time. Jacquet noted that the staff accumulating the on-call compensatory time do not want the policies changed.

The Clerk reported the receipt of a proposal from the Sequoia Consulting Group to provide the Indirect Cost Allocation Plan services. Currently, the services are being provided by MAXIMUS at a cost of \$4,100.00. Motion by Holets, second by Bellman to continue to retain the services of MAXIMUS for preparation of the Cost Allocation Plan. Motion carried.

The County Clerk is recommending that Jeffrey Harrison be hired to fill the Accounting Supervisor/Deputy County Clerk position to replace Dianne Monson, who will be retiring. Motion by Van Vliet, second by Crofton to approve the hiring of Mr. Harrison. Motion carried.

Damon Anderson presented an invoice from Allbaugh Plumbing for the winterization of the tax deed property located at 525 Sunset Lane, Richland Center. Motion by Holets, second by Bellman to approve payment of the invoice. Motion carried.

The disposal of the personal property from the Richland Center tax deed property was discussed. Motion by Deets, second by Crofton to authorize Corporation Counsel to proceed with the process of disposing of the personal property that is being stored. Motion carried.

Damon Anderson reported the receipt of an offer from Erich and Jennifer Ewers in the amount of \$11,500.00 for tax deed Lots 40, 41 and 55 in the Pine Forest Subdivision, Lone Rock. The offer is contingent upon the Ewers' purchase of a house that is connected to these parcels. The closing for the house is currently set for the middle of December. Motion by Crofton, second by Van Vliet to accept the offer. Motion carried.

Damon Anderson reported the receipt of an offer in the amount of \$30,000 from Rob Rynes and Kelly Stowell for the tax deed property located in Richland Center. The value of the parcel as two lots was discussed. Motion by Van Vliet, second by Crofton to accept offer

contingent upon the closing being on or before November 22<sup>nd</sup>. Roll call vote. AYES: Van Vliet, Clary, Crofton. NOES: Bellman, Deets, Holets. Ayes 3. Noes 3. Total 6. The motion was declared defeated. Motion by Bellman, second by Crofton to give a counter offer of \$40,000 as long as the closing is by the end of the year. AYES: Bellman, Clary, Deets, Holets, Crofton. Noes: Van Vliet. Ayes 5. Noes 1. Total 6. Motion carried.

The Committee recessed for a short break.

Damon Anderson reported the receipt of a counter offer from Rynes and Stowell of \$35,000 with the closing to be by the end of the year. Motion by Crofton, second by Holets to accept the counter offer. Motion carried.

Vice Chairman Clary noted that the County Board agenda item regarding payment of back pay to the Veterans Service Officer had been referred back to the Finance and Personnel Committee. Don Seep addressed the Committee regarding the appropriateness of taking action on the back pay request when, by County Board resolution, Corporation Counsel Southwick was instructed to get an Attorney General's opinion on the statutory language regarding awarding salary increases to the Veterans Service Officer. Mr. Seep emphasized that the statutory language had been followed when Ms. Kramer was hired and when she was awarded annual salary increases. Mr. Seep also questioned Finance and Personnel Committee action when the Health and Human Services Board, Ms. Kramer's supervising committee, had not discussed and made a recommendation regarding the back pay request. Motion by Bellman, second by Van Vliet to consult with Attorney Jon Anderson regarding the questions that have risen regarding the method used in awarding annual salary increases to Ms. Kramer. Motion carried.

Motion by Crofton, second by Bellman to postpone action on the methodology used in calculating the back pay for Ms. Kramer until conferring with Attorney Anderson. Motion carried.

Motion by Holets, second by Bellman to postpone the agenda item regarding the six month review of the Child Support office staff restructuring. Motion carried.

Motion by Van Vliet, second by Bellman to adjourn. Motion carried. The meeting adjourned at 11:20 a.m.

Victor V. Vlasak  
Richland County Clerk