

COUNTY BOARD STAFF COMMITTEE
October 13, 2009

Call to Order. Chair Podzilni called the meeting of the County Board Staff Committee to order at 4:00 P.M., on Tuesday, October 13, 2009 in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Podzilni, Kraft, Arnold, Jensen, Ott, Peer, Yankee.

Committee Members Absent: Supervisors Bussie and Joiner.

Staff Members Present: Craig Knutson, County Administrator; Jeff Smith, Finance Director; Jeff Kuglitsch, Corporation Counsel; Lori Pope, Acting Human Resources Director; Josh Smith, Assistant to the County Administrator.

Others Present: Supervisor Hank Brill; Attorney Anna Pepelnjak.

Approval of Agenda. Supervisor Yankee moved approval of the agenda as presented, second by Supervisor Arnold. ADOPTED.

Approval of Minutes. Supervisor Jensen moved approval of the minutes of September 22, 2009, second by Supervisor Peer. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Bills/Encumbrances

County Board	\$ 730.81
Human Resources	1,832.97
Employee Related	46.90

Supervisor Ott moved approval of the above Bills and Encumbrances for the County Board Staff Committee, second by Supervisor Kraft ADOPTED.

Department Budget Review

Human Resources. Mr. Knutson said the levy for Human Resources is actually going down. This is due to less advertising because job announcements go out on the website. Also, hiring is down. Everything else is status quo.

Mr. Knutson said there is no cost of living increase in the budget for 2010 as the salary schedule is the same as 2009. State retirement contributions are going up from 10.4% of salary to 11%. Health insurance rates are going up approximately 4%.

Corporation Counsel. Mr. Kuglitsch explained his budget is basically a cost-to-continue budget. The only wage increases are step increases.

County Administrator. Mr. Knutson said the biggest change in the County Administrator's budget is the retirement of the Confidential Administrative Assistant the end of July, 2010. He explained due to budget constraints, he is recommending elimination of this position. Because of technology now available, the two Assistants do most of their own correspondence, reports, etc. Through cross training, the duties of this position will be shared with Corporation Counsel and Human Resources' staff. This is the primary reason the levy is going down in 2010.

County Board. Mr. Knutson said "Public & Legal Notices" will be higher in 2010. He reminded the Committee that while public & legal notices are printed in the Janesville Gazette and the Beloit Daily News, the County only pays one paper each year. He said he is increasing the amount for "Per Meeting Allowances" as it looks like we will be over budget in 2009.

Other Budget Issues. None.

Executive Session: Supervisors Yankee and Arnold moved to go into Executive Session at 4:30 P.M. per Section 19.85(1)(f) – To Consider the Financial, Medical, Social or Personal History of a Specific Employee and per Section 19.85(1)(g) – Conferring with Legal Counsel Regarding Pending Litigation.

Chair Podzilni announced that the Committee would meet in closed session To Consider the Financial, Medical, Social or Personal History of a Specific Employee as authorized by Section 19.85(1)(f) of the Wisconsin Statutes, and Conferring with Legal Counsel Regarding Pending Litigation as authorized by Section 19.85(1)(g) of the Wisconsin Statutes.

Supervisor Peer moved to go out of Executive Session at 5:59 P.M., second by Supervisor Arnold. ADOPTED.

Adjournment. Supervisor Ott moved adjournment at 6:00 P.M., second by Supervisor Yankee. ADOPTED.

Respectfully submitted,

Linda Milligan
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.