

**PRICE COUNTY ADMINISTRATION COMMITTEE**  
**Meeting Minutes**

Date: May 11, 2016                      Time: 9:00 a.m.

Place: Courthouse County Board Room 101; 126 Cherry St; Phillips, WI

Meeting called to order by Jean Gottwald, County Clerk at 9:00 a.m. Roll Call: present – Alan Haskins, Ronald Heikkinen, Sheryl Slaby, Dennis Wartgow. Excused – Bob Kopisch. Also present: Bruce Jilka, Nick Trimner.

Items for discussion and possible action:

1. Election of Committee Chair: Heikkinen nominated Dennis Wartgow. Three calls for further nominations. Motion Haskins/Heikkinen to close nominations and cast a unanimous ballot for Dennis Wartgow for Chair. Motion carried. Dennis Wartgow declared as chair.
2. Election of Committee Vice-chair: Wartgow nominated Bob Kopisch for Vice-chair. Three calls for further nominations. Motion Heikkinen/Haskins to close nominations and cast a unanimous ballot for Bob Kopisch for Vice-chair. Motion carried.
3. Meeting Minutes: April 12, 2016: Motion Haskins/Wartgow to approve the minutes from the April 12, 2016 as presented. Motion carried.
4. Employee Status Updates
  - a. New Hires and Promotion (Introductions)
    1. Tammy Wilson – Health and Human Services Assistant
    2. Frederick Freeman – Forestry and Parks – Forester
    3. Robert Hawn – Sheriff's Department – Drug Investigator
    4. Andrea Eibergen – 4-H Youth Development Assistant (14 week internship)
  - b. Resignations / Retirements
    1. Rebecca Kempen – Buildings & Grounds
  - c. Recruitment
    1. Health and Human Services – Early Childhood Special Education Teacher
    2. Highway Department – Foreman: Interviews scheduled.
    3. Summer Hires and Limited Term Employee (LTE): Will remain open until positions are filled.
5. Public Comment / Communications: None.
6. Wage Study: Carlson Dettmann will be here May 17 and 18 to talk to department heads. Nick has been having conversations with them regarding some of their findings.
7. Biennial selection of Health Insurance Broker: Presentations at next meeting for committee selection.
8. Administrative Policy – Severance Package: Motion Haskins/Slaby to approve Administrative Policy 01-16, Price County Severance Package. Motion carried.
9. Resolution – Adopt Administrative Policy 01-16, Price County Severance Package: Motion Heikkinen/Haskins to approve the resolution and forward to County Board with recommendation for adoption. Motion carried.
10. Departmental Financial Summary and Health Insurance Fund Balance: Nick will have a quarterly review meeting with broker.
11. Vouchers: None.
12. Motion Heikkinen/Haskins to adjourn to closed session at 9:36 a.m. pursuant to the exemptions in Wis. State Statute 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of:
  - a. County Administrator Contract
  - b. Return to Open SessionRoll call vote: Yes (4): Haskins, Heikkinen, Slaby, Wartgow. No: (0). Motion carried.  
Motion Heikkinen/Haskins in closed session to return to open session at 10:16 a.m. Roll call vote: Yes (4): Haskins, Heikkinen, Slaby, Wartgow. No: (0). Motion carried.
13. Take action, as needed, on closed session item. None
14. Set next meeting date: June 15, 2016.
15. Adjourn. Motion Haskins/Heikkinen to adjourn at 10:17 a.m.

Submitted by: Jean Gottwald, County Clerk