

**EXECUTIVE COMMITTEE  
MEETING MINUTES**

Date: April 26, 2016                      Time: 9:00 a.m.

Place: Conference Room A&B, 1<sup>st</sup> Floor; Normal Building; 104 Eyder Ave; Phillips, WI

Meeting called to order by Chair Bruce Jilka at 9:00 a.m. Roll Call: present – Ronald Heikkinen, James Hintz, Bruce Jilka, Robert Kopisch, Travis Nez. Also present Lynn Neeck, Jean Gottwald, Nick Trimner, Elizabeth Schmidt, Roxanne Kahan, Bill Felch, Eric Holm.

Items for discussion and possible action:

1. Meeting Minutes – March 17, 2016: Motion Nez/Heikkinen to approve the minutes of the March 17, 2016 meeting as presented. Motion carried.
2. Communications / Public Comment: None
3. PMA Presentation: Sara Schnoor from PMA gave a presentation on PMA investment services.
4. Treasurer – Lynn Neeck
  - a. Treasurer's monthly report: Reviewed.
  - b. Investment Options – use of Investment Broker: Will review investment policy and review options at next meeting.
  - c. In Rem / Tax Deed status: List of current 2012 and 2013 delinquent taxes reviewed.
5. County Clerk – Jean Gottwald
  - a. Claims against the County: Inquired into outstanding claims. Property insurance options will be presented at next meeting.
5. County Administrator – Nick Trimner
  - a. 2015 Budget – Revenues vs. Expenses Report: Reviewed. Auditors are currently onsite working on the 2015 information.
  - b. 2016 Budget – Revenue vs. Expense Report: Reviewed.
6. Administrator Position – JDQ Matrix or Contract: Carlson Dettmann recommends the position not be on the matrix, but can provide information on pay structure. Motion Heikkinen/Nez to put the County Administrator position under contract. Motion carried.
7. Solberg Lake Pit Toilets – Funding options: The Forestry and Parks Committee recommends funding the project. Federal grant approved for up to \$45,000. Project anticipated to be approximately \$92,000. Motion Kopisch/Hintz to proceed with project by issuing short-term debt of \$45,000. Motion carried.
8. County-wide CPR Training – Roxanne Kahan. Basic CPR education for citizens in Price County. Emergency Management and the Health Department will work with outside organizations and instructors to promote.
9. Review Information: NWRPC: Phillips/Lionite Hardboard Corp. At the April 21<sup>st</sup> Executive Committee meeting, issue was not forwarded to the County Board.
  - a. Costs Incurred: \$2,645.60 bill from Northwest Regional Planning Commission. There will also be a bill from Bruce Marshall. Motion Kopisch/Heikkinen to be paid by Executive general ledger account 219 Contracted Services. Motion carried.
10. Contract with Northwest Regional Planning Commission: No longer an issue since project is not proceeding.
11. Resolution – Amended #2-16 Transfer of General Fund to Airport Fund: Motion Hintz/Nez to approve amendments to resolution and forward to County Board with recommendation to adopt. Motion Kopisch/Heikkinen to amend “not to exceed” and fiscal impact to \$15,000. Motion carried. Original motion to approve resolution carried.
12. Resolution – Transfer from Capital Improvement Fund – Office of Administration: Motion Heikkinen/Kopisch to approve resolution and forward to County Board with recommendation for adoption. Motion carried.
13. Announcement and motion Nez/Jilka at 11:22 a.m. to adjourn to closed session pursuant to the exemption 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 – twelve-month performance review
  - b. Motion to Return to Open SessionRoll call vote: Yes (5): Heikkinen, Hintz, Jilka, Kopisch, Nez. No: (0). Motion carried.  
Motion Kopisch/Hintz to return to open session at 12:12 p.m.  
Roll call vote: Yes (5): Heikkinen, Hintz, Jilka, Kopisch, Nez. No: (0). Motion carried.
14. Take Action, as needed, on closed session item: Motion Heikkinen/Kopisch to accept performance review and to forward to County Board. Motion carried.

15. Monthly Vouchers: Motion Kopisch/Heikkinen to approve the accounts payable and payroll for March 2016 in the amount of \$1,588,361.15, period 13 in the amount of \$1,850,462.27 and vouchers in the amount of \$19,007.37. Motion carried.
  16. Date of Next Meeting: May 16, 2016.
  17. Meeting adjourned at 12:20 p.m.
- Respectfully submitted: Jean Gottwald, County Clerk