

1 **ADMINISTRATIVE SERVICES COMMITTEE**

2
3 Courthouse - Room 2024
4 West Bend, WI

April 8, 2010
8:30 a.m.

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6 Present: James Core, Melvin Ewert, Raymond Heidtke, Roy Justman, and Peter Sorce.

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8 Also Present: Administrative Coordinator Doug Johnson, Chairperson Herbert Tennes, Human
9 Resources Director Peter German, Planning & Parks Department Administrator Paul Mueller, Purchasing
10 Agent Bill Kurer, and County Clerk Administrative Assistant Linda Doro.

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12 Chairperson Justman called the meeting to order at 8:30 a.m. and read the Affidavit of Posting.

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14 **MINUTES**

15 Moved by Mr. Sorce, seconded by Mr. Core to approve the March 25, 2010, minutes as presented.
16 Motion carried.

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18 **CLOSED SESSION**

19 Moved by Mr. Sorce, seconded by Mr. Heidtke to convene into closed session at 8:35 a.m. pursuant to
20 Wis. Stats. Sections 19.85 (1)(e): deliberating or negotiating the purchase of public properties, the
21 investing of public funds, or conducting other specified public business, whenever competitive or
22 bargaining reasons require a closed session; specifically, "conducting interviews for architects for Public
23 Agency Center Remodeling." Motion carried unanimously by roll call vote.

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25 **OPEN SESSION**

26 Moved by Mr. Sorce, seconded by Mr. Ewert to return to open session at 10:31 a.m. Motion carried
27 unanimously by roll call vote.

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29 The meeting recessed at 10:31 a.m. and reconvened at 10:38 a.m.

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31 **AUTHORIZE CONTRACT WITH AN ARCHITECT TO DEVELOP PLANS AND**
32 **RECOMMENDATIONS FOR PUBLIC AGENCY CENTER REMODELING**

33 Moved by Mr. Sorce, seconded by Mr. Heidtke to award the contract to Venture Architects for
34 architectural services to develop plans and recommendations for the Public Agency Center remodeling,
35 subject to County Attorney review. Motion carried.

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37 **INITIAL CONSIDERATION OF SALARIES FOR THE OFFICES OF CLERK OF CIRCUIT**
38 **COURT AND SHERIFF IN THE 2011-2014 TERM OF OFFICE**

39 Mr. German presented a proposed salary schedule and comparison of salaries from surrounding counties
40 for determining the Washington County elected officials' salaries prior to June 1, 2010. Mr. German is
41 proposing to amend section 7.03 relating to Classification and Compensation Plan -Elected Department
42 Heads, with the following recommendation for salaries of elected officials. For the Clerk of Courts, the
43 amounts reflect a 1.5% increase for 2011, 4% increase for 2012, 2% increase for 2013, and 2% increase
44 for 2014. For the Sheriff, the amounts reflect a 1.5% increase for 2011, 6% increase for 2012, 2%
45 increase for 2013, and 2% increase for 2014. This issue will be brought back for further consideration at
46 the May meeting.

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1 **HUMAN RESOURCES DIRECTOR'S UPDATE**

2 Commendation Resolutions

3 Moved by Mr. Core, seconded by Mr. Heidtke to approve the commendation resolution for Sharon L.
4 Pocian, who has 35 years of service and is retiring from her position as Certified Nursing Assistant at the
5 Samaritan Health Center, and forward to the County Board. Motion carried.

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7 Employee Relations Activities

8 Mr. German reported the arbitrator declared an impasse on our negotiations with the Highway union,
9 which will not begin the arbitration process.

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11 **NEXT TENTATIVE MEETING DATE**

12 The Administrative Services Committee will tentatively meet on Tuesday, May 4, 2010, at 1:00 p.m., and
13 Thursday, May 27, 2010, at 9:00 a.m.

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15 **CLOSED SESSION**

16 Moved by Mr. Sorce, seconded by Mr. Heidtke to convene into closed session at 11:08 a.m. pursuant to
17 Wis. Stats. Sections 19.85 (1)(e): deliberating or negotiating the purchase of public properties, the
18 investing of public funds, or conducting other specified public business, whenever competitive or
19 bargaining reasons require a closed session; specifically, "discuss Local 200 Paraprofessionals and to
20 formulate bargaining strategies for future collective bargaining agreements." Motion carried unanimously
21 by roll call vote.

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23 **OPEN SESSION**

24 Moved by Mr. Sorce, seconded by Mr. Heidtke to return to open session at 11:16 a.m. Motion carried
25 unanimously by roll call vote.

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27 **POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION**

28 Moved by Mr. Ewert, seconded by Mr. Sorce to move forward with the proposed recommendation as
29 discussed in closed session. Motion carried.

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31 **ADJOURNMENT**

32 Moved by Mr. Heidtke, seconded by Mr. Sorce to adjourn the meeting at 11:18 a.m. Motion carried.

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Brenda J. Jaszewski, County Clerk