

1 **ADMINISTRATIVE SERVICES COMMITTEE**

2  
3 Courthouse  
4 West Bend, WI

October 11, 2005  
9:00 a.m.

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6 Present: Brian W. Bausch, Donald N. Kempf, Delores E. Kruepke, and David N. Radermacher.

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8 Excused: Paul J. Beistle.

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10 Also Present: Human Resource Director Gary Moschea, Administrative Coordinator Doug  
11 Johnson, County Clerk Brenda Jaszewski, Facilities Manager Dave Loomans, Principal Human  
12 Resources Analyst Karon Kraft, Employee Benefits Manager Michelle Hoey, and Linda Boesen,  
13 Secretary.

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15 Vice Chairperson Radermacher called the meeting to order and read the Affidavit of Posting.

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17 **MINUTES**

18 Moved by Mr. Kempf, seconded by Mr. Bausch to approve the minutes of September 22, 2005, as  
19 presented. Motion carried.

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21 **CLOSED SESSION**

22 Moved by Ms. Kruepke, seconded by Mr. Kempf to move into closed session at 9:01 a.m. pursuant  
23 to Wis. Stats. s19.85(1) (e) "Appearance by Attorney Nancy Pirkey discussing offer regarding  
24 Washington County Corrections and Communications Officers Assoc. Local 524-Labor Assoc. of  
25 Wisconsin union contract". Motion carried unanimously by roll call vote.

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27 Moved by Mr. Bausch, seconded by Ms. Kruepke to return to open session at 9:26 a.m. Motion  
28 carried unanimously by roll call vote.

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30 Moved by Mr. Kempf, seconded by Ms. Kruepke to move into closed session at 9:30 a.m. pursuant  
31 to Wis. Stats. s19.85(1) (e) "consider competitive proposals to administer employee health care  
32 benefits for 2006-2008." Motion carried unanimously by roll call vote.

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34 **RETURN TO OPEN SESSION**

35 Moved by Ms. Kruepke, seconded by Mr. Bausch to return to open session at 11:00 a.m. Motion  
36 carried unanimously by roll call vote.

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38 **ACTION ON RECOMMENDATION OF AN ADMINISTRATOR/INSURER FOR THE**  
39 **WASHINGTON COUNTY SELF-INSURED MEDICAL PLAN**

40 Moved by Mr. Kempf, seconded by Mr. Bausch to contract with Auxiant for the County Health  
41 Care Services, including the transplant contract with AIG, for the period of January 1, 2006 through  
42 December 31, 2009. Motion carried.

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44 **HUMAN RESOURCE DIRECTOR'S UPDATE**

45 Commendation Resolutions

46 There were no Commendation Resolutions.

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48 Employee Relations Activities

49 There were no Activities to report.

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51 Mr. Moschea, Ms. Kraft, and Ms. Hoey left at 11:15 a.m.

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**UTILITY ACCOUNTS: REQUEST APPROVAL TO PAY BILLS ABOVE BUDGET**

Mr. Johnson is requesting authorization to pay the 2005 utility invoices by over expending in accounts where there is or will be a shortfall of funds, until year-end when adjustments will be made. Mr. Johnson gave a review of the 2005 Electricity, Natural Gas, and Water & Sewer costs to date, by building. The Committee discussed various energy savings options and requested Mr. Johnson write a memo to employees regarding saving energy throughout the County facilities.

Moved by Mr. Bausch, seconded by Mr. Kempf to authorize Mr. Johnson to over expend the utility accounts until year-end, at which time adjustments will be made. Motion carried.

**PROGRESS REPORT ON EAST PARKING LOT CONSTRUCTION AND CHANGE ORDER REPORT**

Mr. Loomans updated the Committee on the progress of the East parking lot and stated that depending upon the weather, the contractor is anticipating meeting the requested completion date of early November. Mr. Johnson is requesting approval for a change order to the Ray Wollner contract for the East Parking lot, in the amount of \$6,175, for removal of excess contaminated soils. The cost per ton for removal of excess contaminated soils was included in the bid.

Moved by Ms. Kruepke, seconded by Mr. Kempf to approve the change order to the Ray Wollner contract in the amount of \$6,175, for removal of excess contaminated soils. Motion carried.

**NEXT MEETING**

No meeting date was set.

**ADJOURNMENT**

Moved by Mr. Kempf, seconded by Ms. Kruepke to adjourn at 11:36 a.m. Motion carried.

Brenda J. Jaszewski, County Clerk