

**ADMINISTRATIVE SERVICES COMMITTEE
MONDAY, OCTOBER 1, 2018
8:30 A.M.**

COMMITTEE MEMBERS PRESENT: Chair Merlin Gentz, Supervisors Ronald Dietrich, Patrick Laughrin, Mary Schwalenberg, Pete Stier and Tom Stoffel.

COMMITTEE MEMBER EXCUSED: Supervisor Bill Barribeau.

OTHERS PRESENT: County Board Chair Alice Connors; County Board Supervisors Budde, Draheim, Hofberger, Karth, Mueller (excused at 10:35 AM), Stecker and Stillman (arr. at 10:15 AM); County Administrator Todd Romenesko; Corporation Counsel Kimberly Tenerelli; Human Resources Director Michelle Wright; Finance Director Dan De Bonis; Information Technology Director Howard Mezera; Maintenance Director Adam Hernke; Accounting Manager Fay Weis; Parks Director Adam Backus; Deputy Director of Human Services Lynn Brenner; Highway Commissioner Brian Glaeser; Community Economic Development Director Mary Kohrell; Network Administrator John Anderson; Sheriff Mark Ott; Director of Planning, Zoning and Land Information Matt Payette; County Conservationist Tony Real; Treasurer Mike Schlaak (arr. at 8:55 AM); and County Clerk Beth A. Hauser.

Roll call was taken and all members reported present except for Supervisor Bill Barribeau, who was excused.

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA:

Moved by Supervisor Stier and seconded by Supervisor Schwalenberg to approve the agenda as presented. Motion carried unanimously.

SPECIAL BUSINESS:

A. The County Administrator and Finance Director presented the 2019 Budget Proposal to the Committee for review and discussion.

B. **Moved** by Supervisor Dietrich and seconded by Supervisor Stier to approve the following position descriptions and resolutions as presented, and to forward them to the full County Board for consideration at the annual meeting:

- a. Resolution Eliminating Two (2.0) Full-Time Equivalent (FTE) Positions of Highway Maintenance Worker in the Highway Department and Replacing Said Positions with Two (2.0) FTE Foreman Positions Effective January 1, 2019
- b. Resolution Creating 1.0 Full-Time Equivalent (FTE) Human Services Professional (Mental Health Crisis Coordinator) in the Calumet County Health and Human Services Department Effective January 1, 2019
- c. Resolution to Increase Hours for the Legal Assistant in the Corporation Counsel Department from Part-Time (0.5) FTE Status to Full-Time (1.0 FTE) Status Effective August 1, 2019
- d. Resolution to Create Four (4.0) Full-Time Equivalent (FTE) Patrol Officer Positions in the Calumet County Sheriff's Department Effective January 1, 2019

On the call of the ayes and nays, the following was the result: 7 votes cast: 6 ayes, 1 nay (Connors), motion carried.

- C. **Moved** by Supervisor Dietrich and seconded by Supervisor Schwalenberg to approve the salary grade change of the Park Maintenance Worker position in the Parks Department effective January 1, 2019. Motion carried unanimously.

ADJOURNMENT:

Moved by Supervisor Dietrich and seconded by Supervisor Schwalenberg to adjourn the meeting at 11:37 A.M. Motion carried unanimously.

Beth A. Hauser,
Recording Secretary