

***Polk County
Executive Committee Meeting
February 11, 2005***

Present: Marlin Baillargeon
Robert Blake
Stan Heiderscheidt
Timothy Kufalk
Thomas Nilssen, Jr.
John Standing
Gail Tessman

Also: Brenda Beyer
Rodney Beyer
John Bonneprise
Phyl Brown
Jeffrey Fuge
Carl Holmgren
Bill Hughes
Larry Jepsen
Andrea Jerrick
Barb Leach
Richard Nelson
Gerald Newville
Amanda Nissen
Karen Olson
Debbie Peterson
Sue Reed
Sharon Scheibel
Brian Stevens

Press: Gregg Westigard

Call to Order

Chairman Blake called the meeting to order at 2:00 p.m. It was noted that all members of the Executive Committee were present.

Accept Agenda

Motion to accept the agenda made by Mr. Heiderscheidt, seconded by Mr. Baillargeon. Mr. Blake requested that item number five be removed from the agenda. All in favor. Motion carried.

Approve Minutes of Previous Meeting (January 28, 2005)

Motion to approve the minutes of the January 28, 2005 meeting made by Mr. Heiderscheidt, seconded by Mr. Baillargeon. It was noted the date and time of the previous meeting be changed in the minutes from 8:00 a.m. on February 28, 2005 to 1:00 p.m. on January 28, 2005. All in favor. Motion carried.

Public Comments

Ms. Olson, District Attorney, as well as resident of Amery, requested that Chairman Blake step down from his position, as acting as both Administrative Coordinator and Chairman of the Board is incompatible. Her legal understanding is that when he assumed the role of Administrative Coordinator, he vacated his role as Chairman of the Board. Ms. Olson also requested that the Executive Committee and the Polk County Board of Supervisors take action if Mr. Blake does not step down.

Mr. Bonneprise expressed his concern and provided information related to the Governor's budget.

Mr. Westigard reported he was advised by legal counsel for the press association that there is no penalty and it is not illegal for county board members to speak about what happened in a closed session. Mr. Fuge reported certain exemptions would prevent members from speaking about closed sessions, i.e., private information being disclosed and that privacy must be upheld.

Discussion and Approval of Employment Status of County Board Chair Person and County Board Members

Item removed from agenda during acceptance of agenda.

Administrative Coordinator/Finance Director Report

Administrative Coordinator/Finance Director Position: Mr. Blake conceded the responsibility as Administrative Coordinator/Finance Director. Mr. Blake went on to suggest Ms. Scheibel be appointed as Administrative Coordinator/Finance Director. Mr. Fuge asked Mr. Blake concede his role as Chairman during the undertaking of a motion to this effect and the subsequent discussion, and that he abstain from voting. Mr. Blake agreed. Mr. Nilssen assumed the role as Chairman of the Executive Committee.

Motion to appoint Sharon Scheibel as Administrative Coordinator/Finance Director, not to exceed 90 days, assuming the contract of Frank Pascarella, and that she be reinstated to her current position of Deputy Director of Finance after that time made by Mr. Nilssen, seconded by Mr. Standing. Extensive discussion followed. Per Polk County policies, it was noted that such a motion was not needed; thus, the motion was removed from the table.

As Chairman of the Executive Committee at this time, Mr. Nilssen appointed Ms. Scheibel as Administrative Coordinator/Finance Director for a period not to exceed 90 days, at which time she will resume her current position. Ms. Scheibel agreed to accept the appointment with the understanding the salary would be negotiated. Mr. Baillargeon signified his approval of this appointment, Ms. Tessman seconded. All in favor. Appointment carried.

It was noted that contractual negotiations are done in closed session; thus, a closed session will be added to the agenda of the next meeting. It was also noted that this appointment is effective immediately.

The meeting was turned back over to Chairman Blake.

Discussion on Administrative Coordinator/DOA by John Standing and Gail Tessman: Mr. Standing reported that, under the direction of this Committee, he and Ms. Tessman have been developing job descriptions for the Administrative Coordinator and the Finance Director positions. Mr. Blake noted that Wisconsin Chapter 59.19 permits the County Board Chair to also hold the position of Administrative Coordinator. Extensive

discussion ensued. It was agreed that the Chapter 59.19 would cover the Administrative Coordinator position.

The Finance Director job description was reviewed. Discussion ensued.

It was agreed to consider suggestions from this discussion at the next meeting of the Executive Committee.

Review of DOA Policies Regarding Access to Payroll Information and Review of Same, with Direction to DOA

Issues related to this topic have been addressed; nothing further to add.

Closed Session

In preparing for the closed session, County Board members present, Chairman Blake, Polk County employees, the press, and other members of the public were asked to leave. Mr. Fuge requested that the Recording Clerk, Ms. Brown, remain for the closed session.

Motion to go into closed session made by Mr. Baillargeon, seconded by Ms. Tessman. Roll call was taken: Mr. Heiderscheidt, no; Mr. Kufalk, no; Mr. Standing, yes; Ms. Tessman, yes; Mr. Baillargeon, yes; Mr. Nilssen, yes. Motion carried.

The minutes are to note that Mr. Blake tendered his role as Chairman of the Executive Committee before the meeting convened into closed session and that he did not participate in the vote. However, Mr. Blake was allowed to comment prior to leaving the meeting.

Open Session

Motion to reconvene into open session made by Mr. Kufalk, seconded by Mr. Heiderscheidt. Roll call taken: Mr. Heiderscheidt, yes; Mr. Kufalk, yes; Mr. Standing, yes; Ms. Tessman, yes; Mr. Baillargeon, yes; Mr. Nilssen yes. All in favor. Motion carried.

Set Next Meeting Time and Date

The next meeting of the Executive Committee will be at 3:00 p.m. on Monday, February 28, 2005 at the Justice Center. Mr. Fuge will reserve the meeting room.

Adjourn

Motion to adjourn the meeting made by Mr. Kufalk, seconded by Mr. Heiderscheidt. All in favor. Motion carried. Meeting adjourned at approximately 5:55 p.m.