

**COUNTY BOARD STAFF COMMITTEE**  
**October 26, 2010**

**Call to Order.** Chair Podzilni called the meeting of the County Board Staff Committee to order at 4:00 P.M. in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

**Committee Members Present:** Supervisors Podzilni, Kraft, Arnold, Brill, Jensen, Peer, Yankee, and Collins.

**Committee Members Absent:** Supervisor Bussie.

**Staff Members Present:** Craig Knutson, County Administrator; Jeff Kuglitsch, Corporation Counsel; Jeff Smith, Finance Director; Dave O'Connell, Human Resources Director; Phil Boutwell and Randy Terronez, Assistants to the County Administrator.

**Others Present:** None.

**Approval of Agenda.** Supervisor Yankee moved approval of the agenda as presented, second by Supervisor Arnold. ADOPTED.

**Approval of Minutes.** Supervisor Jensen said on page 2, Approval of Remaining Unions Switch in TPA from UMR to Quantum/PBA, it should be Mental Health Specialists not Specialist. Supervisor Jensen moved approval of the minutes of October 12, 2010 with this change, second by Supervisor Peer. ADOPTED as amended.

**Citizen Participation, Communications and Announcements.** Mr. Knutson reminded the Committee of County Board on November 1<sup>st</sup> at 9 A.M. when the 2011 Recommended Budget will be reviewed and November 3<sup>rd</sup> at 6 P.M. for the Public Hearing.

**Bills/Encumbrances.**

County Board	\$ 651.69
Human Resources	2,774.30
Risk Management	166.16
WC Trust	175.00

Supervisor Kraft moved approval of the above Bills and Encumbrances for the County Board Staff Committee, second by Supervisor Arnold. ADOPTED.

**Budget Review.**

**County Administrator.** Mr. Knutson said County Board comments start on page 2. The tax levy is down \$10,623 or 5.9%, primarily due to the public and legal notice charges going to the Beloit Daily News where the cost is less. Also, the postage charges are down because about half of the County Board members are looking at the agendas

and minutes online instead of having them mailed to them. The agendas and minutes are available at each meeting to obtain a hard copy.

Mr. Knutson said the County Administrator comments are on page 6. Ms. Milligan retired the first part of July and the two jobs were combined for a trial period. He is recommending this stay as one position and reclassified to a Confidential Administrative Assistant. This has resulted in a decrease of \$26,595 or 4.3%.

**Corporation Counsel.** Mr. Kuglitsch said page 7 has the breakdown for the department and shows about 90% is salaries and fringes. This totals to an increase of \$14,833 or 3.2%.

**Human Resources.** Mr. O'Connell said most of his budget is for staff and training. Their costs are down \$1,400 though mostly due to the savings realized with the online job application process.

**Other.** None.

**Executive Session:** Supervisors Collins and Peer moved to go into Executive Session at 4:20 P.M. per Section 19.85(1)(e) Wis. Stats Update on Collective Bargaining. ADOPTED unanimously on a roll call vote.

Chair Podzilni announced that the Committee would meet in closed session for Update on Collective Bargaining as authorized by Section 19.85(1)(e) of the Wisconsin Statutes.

Supervisor Collins moved to go out of Executive Session at 4:38 P.M., second by Supervisor Peer. ADOPTED.

**Adjournment.** Supervisor Jensen moved adjournment at 4:38 P.M., second by Supervisor Arnold. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Secretary II

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**