

Management Team Meeting Notes  
April 11, 2018

Department Heads/Managers Present: Ben Davis, Dillon Hayes, Kevin Schultz, Al Heim, Brent Lindgren, Mike Virnig, Bruce Cochran, Joe Ahner, Phil Thompson, Michele McPherson, Suzanne Lelwica, Susan Shaw, Holly Wilson, Pat Oman

County Newsletter Review: Kara reviewed with the group the preliminary newsletter and the final version will be sent to the printer next week. The estimated cost per quarter is \$4,500 and will be funded out of the general fund. Departments are to review the newsletter and provide feedback if they have anything that should be changed or updated by the end of this week. The next newsletter will go out in July, so start thinking of articles you will want in the next issue.

County Board Agenda: Holly discussed all agendas need to have the correct title on the request so it matches what will be on the agenda request. It should start with Approve, Consider, Authorize, Presentation and etc.

Personnel Report: Holly reviewed current staffing needs for the county and that the parity plan for elected officials was approved by the Board.

Current Staffing Needs:

- Emergency Manager – First round interviews are completed.
- Economic Development Manager – Extended the job posting till the end of April.
- Correctional Officers – There are 7 open positions with currently 4 applicants that are currently having background checks completed.
- Sheriff Deputies – There are 2 open positions with 1 applicant that is currently having a background check completed.
- CVS – Social Workers are fully staffed and interviews are going on for the Office Support Specialist.
- Construction Services – Right of Way Tech. position may be changed into a Sr. Eng. Project Manager, but will need Board approval due to higher grade level.

Administrator Report: Pat discussed current legislation items:

- Broadband is a top priority and we have the opportunity to apply for Federal and State funding which if we are approved will cover the costs as they both require a 50% match.
- Tribal – There is a bill at the Senate/House to give tribal governments authority over their own police department.
- The Governor is wanting Public Works funding to support infrastructure state wide.
- Additional funding for businesses in the County.

Round Table:

- Kevin Schultz – The crew is working on plowing snow, crack sealing, water flow and replacing mail boxes.
- Dillon Hayes – The new Env. Resources Technician has started in the Env. Resources office, the board has approved County Ditch projects, and demolition of structures.
- Joe Ahner – Currently is work on cameras, window project, boiler controls, starting to do sidewalk assessments, and his new employee Ty has started.
- Ben Davis – No updates.
- Susan Shaw – It is the end of the tree sale and distribution is on April 26<sup>th</sup> from 3-7 pm, SWCD will be at the Household hazardous waste event with free water testing, and May 16<sup>th</sup> is the annual youth education event.
- Suzanne Lelwica – April is child abuse prevention month.
- Al Heim – Valuation notices are out, reviewing properties, and held the information meeting with townships with 15 out of 25 districts attended.
- Jess Olson – LMC will be meeting next week and starting to plan the County Picnic event.
- Phil Thompson – Tax statements have been sent out, they are getting ready for elections, and the new voting equipment will be here June/July for the fall elections.
- Michele McPherson – Permit applications are starting to pick up, reviewing ordinances, and the Moving Wall will be in Princeton July 4-6<sup>th</sup>.
- Brent Lindgren – Update on tribal matters.

Meeting adjourned.