



MARATHON COUNTY EXECUTIVE COMMITTEE MINUTES

Tuesday, August 27, 2019, 5:30 p.m.

Employee Resources Conference Room, 500 Forest St, Wausau WI 54403

Attendance:	Present	Absent
Kurt Gibbs, Chair	x	
Craig McEwen, Vice-Chair	x	
Matt Bootz	x	
Sara Guild	x	
Jacob Langenhahn	x	
Allen Opall	x	
John Robinson	x	
E J Stark	x	
Jeff Zriny	x	

Also Present: Scott Corbett, Katy Rosenberg, Frank Matel, Gary Beastrom, Ka Lo

1. Call Meeting to Order

Meeting was called to order by Chair Kurt Gibbs at 5:30 p.m.

2. Policy Issues Discussion and Committee Determination to the County Board for its Consideration

A. Recruitment of the County Administrator Position

1. Create a Task Force to Establish Recruitment Process and Timeline
2. Create an Employment Agreement
3. Update Job Duties and Qualifications

Discussion:

Membership of the task force and their responsibilities were discussed. The County Administrator Recruitment and Selection Task Force Document was reviewed. Timelines were discussed. Matel handed out job descriptions and sample County Administrator Employment Agreements from two other comparable counties. Compensation and pay range was discussed. Discussion regarding Administrator's role in advocating county position to State legislators ensued.

Action:

MOTION BY ROBINSON, SECONDED BY ZRINY, TO APPROVE, AND RECOMMEND APPROVAL TO THE FULL COUNTY BOARD, THE COUNTY ADMINISTRATOR RECRUITMENT AND SELECTION TASK FORCE DOCUMENT, MODIFIED AT #6 TO READ AS FOLLOWS: The Task Force shall "develop recommendations to the Executive Committee regarding the following:". MOTION CARRIED.

Guild was excused at 6:15 p.m.

Follow through:

Modified Charter will be distributed to County Board for approval at tonight's meeting

3. **Operational Functions Required by Statute, Ordinance, or Resolution** – None
4. **Educational Presentations/Outcome Monitoring Reports** - None
5. **Next Meeting Time, Location, Agenda Items and Reports to the County Board**
 - Committee members are asked to bring ideas for future discussion and educational presentations for the County Board as well as possible Administrator Employment Agreement provisions.
 - Next Meeting: Tuesday, September 3, 2019, at 4:00 p.m. in the Assembly Room

6. Adjournment

There being no further business to discuss, **MOTION BY; SECOND BY TO ADJOURN THE MEETING. MOTION CARRIED.**