



Executive Committee Meeting Minutes
October 24th, 2016 at 5:00 pm

In Attendance: Representatives Flanders, Gallagher, Sylvia and Vadney. Representative Tilton and Howard arrived at 5:50pm.

Absent: Representatives Hurt and Spanos (Alternate)

Minutes 10/04/16: M/Flanders, S/Sylvia to approve the minutes of 10/4/16. Unanimous.

Motion passed.

Transfer Request 2016.51: County Attorney Melissa Guldbrandsen stated she is requesting a transfer to cover an impact from Felonies First at the secretary level. She stated she would use part-time staff from other departments 10-12 hours per week for 10 weeks. Rep. Sylvia asked if they would reach overtime. County Attorney Guldbrandsen stated they would not. Rep. Gallagher asked what the vision would be starting 1/1/17. County Attorney Guldbrandsen stated she is hoping the systems will be in place but that she did put money in next year's budget for this purpose. M/Flanders to approve transfer request 2016.51 in the amount of \$2500.00. Rep. Sylvia asked if the funds were unencumbered. County Administrator Shackett stated that was correct. S/Sylvia. Unanimous. **Motion passed.**

Transfer Request 2016.50: Facilities Manager Dustin Muzzey stated the transfer is to cover contracted cleaning services in place of the 16 hour position his department has. Rep. Vadney asked what the cleaning crew was for the complex. Facilities Manager Muzzey stated the nursing home has housekeepers, the jail has inmates and the courthouse has two full time employees that do maintenance and custodial. Rep. Gallagher asked if the service is just for the Sheriff department. Facilities Manager Muzzey stated it is for administration/finance, restorative justice and sheriff. Rep. Gallagher asked about Commissioner DeVoy's suggestion to use the inmates in the CORE program. Facilities Manager Muzzey stated they would still have to be supervised by a corrections officer and it is not consistent. Rep. Sylvia asked if the Commissioners have considered expanding to the courthouse. Facilities Manager Muzzey stated the courthouse is also maintenance. Rep. Vadney asked what the pay rates are for part time housekeeping positions. Facilities Manager Muzzey stated \$12-\$13 per hour. Rep. Vadney asked if there is already a company in mind. Facilities Manager Muzzey stated companies have submitted bids previously. Rep. Sylvia asked if the leftover money is from not having a part time employee. Facilities Manger Muzzey stated that was correct. Rep. Vadney asked if this is to cover this year. County Administrator Shackett stated yes. M/Flanders to approve transfer

request #2016.50 in the amount of \$6087.00. Rep. Sylvia stated he was concerned with not knowing what will be spent. Facilities Manger Muzzey stated \$350 per week. Rep. Gallagher suggested the transfer be adjusted to cover only the amount that is needed. S/Gallagher to amend the transfer amount to \$3500.00. Unanimous. **Motion passed.**

Transfer Request 2016.47: Commissioner Taylor stated Chief Deputy Perkins is not able to attend that meeting. He stated there is a very detailed explanation on the transfer request. Rep. Sylvia stated it looks like there is some equipment that hasn't been working for some time. Commissioner Taylor stated there are some questions that they will be getting answers on but that the work needs to be completed as it is a safety concern. County Administrator Shackett stated the equipment has been down since summer but there is fall back equipment. Rep. Sylvia stated the equipment was bought with a grant and asked if there is language to cover maintenance. County Administrator Shackett stated maintenance is not covered. Rep. Gallagher asked Commissioner Taylor if he is uncomfortable approving the transfer. Commissioner Taylor stated his intuition is to have the equipment repaired and ask questions. M/Sylvia, S/Gallagher to approve transfer request #2016.47 in the amount of \$6000.00. 5-1 Rep. Howard was opposed. **Motion passed.**

Adjourn: M/Sylvia S/Gallagher to adjourn the meeting at 6:05pm.

Respectfully submitted,



Brian Gallagher

Clerk, Executive Committee