

**Minutes of Meeting  
Clark County Executive Committee  
June 9, 2016  
Clark County Courthouse –Room 307**

Chairman Hendrickson called the meeting to order at 9:30 am.

Executive Members Present: Supervisors Hendrickson, Hochhalter, Rueth and Boon.

Supervisor Waichulis is excused.

Others present for all or part of the meeting: Chris Jensen, Jake Brunette, Andy Sutton, Clinton Langreck, Terri Domaszek and Todd Schmidt.

Motion by Supervisor Hochhalter seconded by Supervisor Rueth to approve the May 3, 2016 minutes as printed. Voice vote, motion carried.

The committee reviewed the May Child Support Report. Motion by Supervisor Rueth seconded by Supervisor Boon to receive and file the report. Voice vote, motion carried.

Motion by Supervisor Hochhalter seconded by Supervisor Rueth to approve flex time for Corporation Counsel and the Child Support Director. Voice vote, motion carried.

Discussion on bringing our Code of Ordinances back in-house. They are currently housed on our website through Municipal Code. It is costly to have them house and update our ordinances. Corporation Counsel also suggested eventually reformatting our code. Motion by Supervisor Rueth seconded by Supervisor Boon to bring our Code of Ordinances back in-house by January 1, 2017 and to look at reformatting. Voice vote, motion carried.

The Sentinel & Rural News in Owen contacted the County Clerk, they would like to be included as one of the county newspapers for publishing of legal notices. According to Corporation Counsel, the county doesn't technically have to designate a newspaper. There is an Attorney General's opinion that you can only designate one paper. Motion by Supervisor Rueth seconded by Supervisor Boon to not designate the Sentinel & Rural News as an official newspaper for publishing legal notices, due to duplication of publishing in the Owen-Withee area. Voice vote, motion carried.

Jake Brunette gave a PowerPoint presentation regarding the Administrative Coordinator proposal, feedback and responsibilities.

Discussion on our current records retention policy. Currently our policy doesn't cover video/surveillance. If you don't have a retention schedule adopted by the Board, statute dictates seven years. Motion by Supervisor Hochhalter seconded by Supervisor Hendrickson to review/revise our current record retention policy. Roll call vote, all ayes, motion carried.

The Committee reviewed the June County Board Agenda.

The Xerox contract is not ready to execute yet.

*Unofficial Minutes until Approved*

Andy Sutton presented the monthly IT Report. Motion by Supervisor Rueth, seconded by Supervisor Boon to receive and file. Voice vote, motion carried. The committee instructed the Clerk to add "Additional IT Staff" to the July Executive agenda.

The committee reviewed the May vouchers. Motion by Supervisor Boon seconded by Supervisor Rueth to approve the vouchers. Voice vote, motion carried.

The next meeting is scheduled for July 13, 2016 at 10:00 am.

Motion by Supervisor Rueth seconded by Supervisor Boon to adjourn at 12:45 pm. Voice vote, motion carried.

Chris Jensen  
County Clerk