

PROCEEDINGS OF THE CENTRAL BROWN COUNTY WATER AUTHORITY
ADMINISTRATIVE COMMITTEE

Pursuant to Section 19.84 Wis. Stats, a special meeting of the **Central Brown County Water Authority –Administrative Committee** was held on Wednesday, January 13, 2009 in the Board Chambers at the Bellevue Government and Safety Center Building – 3100 Eaton Road, Bellevue, Wisconsin

Present: Allouez-Kopish, Bellevue-Oppenheimer, DePere-DeLo, Lawrence-Trembl, Ledgeview-Burdette

Also

Present: Dave Vaclavik – Public Management Partners

The meeting was called to order by Chairman Aaron Oppenheimer at 3:00 p.m.

ROLL CALL:

Call the roll for attendance.

Roll Call as noted above.

APPROVAL OF AGENDA:

Approve Agenda

Motion made by De Pere and seconded by Allouez to approve the agenda.

MOTION APPROVED UNANIMOUSLY

APPROVAL OF MINUTES:

Approve Minutes – None

COMMUNICATIONS: None

AGENDA ITEMS:

1. CBCWA management
 - a. Manager Job Description
 - b. Facilities & Equipment
 - c. Administrative Support
 - d. Selection Process

The committee discussed the position of CBCWA manager and concluded that it should be a part time position with an employment agreement calling for regular performance reviews (6-month intervals). The committee is seeking aggressive action on issues and regular interaction between the manager and Board President. It was expected that the

role of manager will evolve as litigation is concluded and that the terms of the contract and position responsibilities would be likely to change. Accordingly, a 2-year contract agreement was suggested. Given the need to maintain project continuity through litigation, it was suggested that negotiations be conducted with Dave Vaclavik, the current contractual manager.

Motion made by Bellevue and seconded by Ledgeview to direct President Delo to negotiate an employment agreement with Dave Vaclavik for future approval by the Committee and Board with said agreement to be reviewed by Lawrie Kobza.
MOTION APPROVED UNANIMOUSLY

FUTURE AGENDA ITEMS:

1. **SPECIAL MEETING ON JANUARY 27:**

This meeting should remain on the Committee's agenda, but may be canceled. If possible, remaining work on the employment negotiation will be conducted at regular meetings.

ADJOURN:

Motion made by De Pere and seconded by Ledgeview to adjourn at 3:59 p.m.
MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Dave Vaclavik
Manager