



Office of County Clerk
307 Main Street
Black River Falls, Wisconsin 54615

CINDY ALTMAN, County Clerk
Phone (715) 284-0268
Fax (715) 284-0278
E-mail: cindy.altman@jacksoncountywi.gov
Mary K Johnson, Deputy County Clerk
Heather Winchell, County Bookkeeper

October 31, 2023

TO: JACKSON COUNTY EXECUTIVE AND FINANCE COMMITTEE:

Jeff Amo
Ron Carney
Michelle Greendeer-Rave
John Higgins
Alton Staff

FROM: Cindy Altman, County Clerk
RE: MEETING NOTICE

Monday, November 6, 9:00 a.m.
County Board Room – Courthouse, Black River Falls, WI

- A. Call meeting to order.
- B. Next Meeting Date: December 11, 2023
- C. Approve County Board Minutes
- D. Resolutions:
 - a. Levy Resolution
 - b. Expense & Revenue Resolution
 - c. County Aid for Bridge or Culvert Construction or Repair under Section 82.08 of the Statutes, Jackson County
 - d. Reorganization of County Bookkeeper position to Payroll Specialist and Accountant positions
 - i. Approval of Accountant Job Description
 - ii. Approval of Payroll Specialist Job Description
 - e. Addition of Land Use Specialist I/II Position in the Planning, POWTS, Recycling & Zoning Department
 - f. Addition of one Administrative Assistant – Records
 - g. Addition of one Assistant Jail Administrator
 - h. Addition of one Deputy Sheriff – Transport
 - i. UW Madison Division of Extension Jackson County 136 Contract
 - j. Corporation Counsel Contract Extension
 - k. Veterans Benefit Specialist
 - i. Approval of VBS Job Description
 - l. Ordinance Revision to Chapter 3.01 and 3.02
- E. Discuss/Act Facilities Ho-Chunk fund request for Shredder
- F. Corporation Counsel Report
- G. Report from Department: Animal Shelter, IT, VSO, Court System, Medical Examiner
- H. Financial Updates
- I. Discuss/Act Bills
- J. Adjourn

cc: W.W.I.S. Radio Banner Journal Department Heads Sam Bach

NOTICE OF QUORUM: Based on the composition of the members of the Executive and Finance Committee, a quorum of the Personnel Committee will also be present at the above noticed meeting. There will not be any formal discussion or any official action taken of any pending or future matters pertaining to Jackson County under the authority of the Personnel Committee at this meeting. The action items at this meeting will be limited to the Executive and Finance Committee as to the items posted on this agenda.