

PERSONNEL & FINANCE COMMITTEE MINUTES

COMMITTEE: JOINT PERSONNEL & FINANCE COMMITTEE
DATE: THURSDAY, MARCH 15, 2018
TIME: 5:00 PM
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Chairman Millan called the meeting to order at 5:00 p.m. and read the agenda.

ROLL CALL

Members Present: Chaney, Collins, Connors, Dailey, Houle, Lukas, Marvin, Matuszewski, Millan & Shaffer

Absent:

Others Present: Nora Matuszewski, Josh Bradley, Jason Theune, James Whiteaker, Mark Rinehart, & Lynne Black.

APPROVE AGENDA

Motion by Matuszewski to approve the agenda, second by Dailey. All present voting AYE. Motion carried.

APPROVE MINUTES FROM THE FEBRUARY 27, 2018, PERSONNEL MEETING

Motion by Lukas to approve the minutes from the February 27, 2018, Personnel Meeting, second by Chaney. All present voting AYE. Motion carried.

DISCUSSION WITH JOSH BRADLEY, JASON THEUNE, AND JAMES WHITEAKER ON THE 911 EMERGENCY SYSTEM

Theune and Bradley had quotes for the upgrade to the Emergency 911 system, all 5 year contracts:

Frontier- \$147,000

Motorola- \$237,000

West (Viper)- \$170,000

Zuerker- \$119,000

Zuerker who has the lowest bid already has the capabilities to have text to 911 capabilities, and they will be able to integrate with the current system with no problems, they also added on the option to add a third station for an additional \$5,000.

Motion by Marvin to accept the quote of Zuerker as the first choice contingent upon the quote being broke down per year being brought back to the committee for review, and adding the third station, Viper as the second choice, second by Lukas. All present voting AYE. Motion carried.

Motion by Connors to bring a resolution back for the full County Board to not take more than \$80,000 from the general fund to pay for the upgrades to the 911 emergency system, second by Marvin. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF SERVER UPGRADES, ANTIVIRUS, NETWORK SWITCHES, BATTERIES, AND A HARD DRIVE FOR THE COUNTY SERVER

Motion by Houle to approve the IT needs, not to exceed \$9100 to be taken from Contingency, second by Connors. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF JOB DESCRIPTION UPDATE TO THE MAINTENANCE SUPERVISOR POSITION

Motion by Dailey to approve the Job Description updates, second by Houle. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF POSTING THE MAINTENANCE SUPERVISOR POSITION REPLACEMENT

Motion by Dailey to approve posting the position, second by Marvin. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION UPDATING THE HANDBOOK PERTAINING TO THE GRIEVANCE PROCEDURE TO BE FORWARDED TO THE FULL COUNTY BOARD.

Motion by Marvin to approve the resolution updating the handbook pertaining to the grievance procedure to be forwarded to the full county board, second by Lukas. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF THE ZONING VEHICLE PURCHASE

Motion by Connors to purchase the vehicle for \$22,687 if it can be bought through the fleet number at the Highway for a lower price, second by Dailey. All present voting AYE. Motion carried.

Quade feels the county can save an average of \$6,000 if it is bought with the fleet number. Labine and Quade should get together to see if it can be purchased that way.

DISCUSSION AND POSSIBLE APPROVAL OF CHILD SUPPORT COORDINATOR WORK SCHEDULE

The Child Support Coordinator would like to change her work schedule in April and moving forward to work 10-hour alternating shifts with her staff.

Motion by Collins to allow the change in the schedule, second by Marvin. All present voting AYE. Motion carried.

DISCUSSION ON THE DRUG CONSORTIUM AND THE TRANSPORT OF EMPLOYEES

The transport of employees for the quarterly drug testing has been a struggle, but, the Clerk talked to the Consortium and they have found an alternate testing site that is within the City limits.

DISCUSSION ON THE POSSIBILITY OF PURCHASING A COUNTY VEHICLE FOR USE BY ALL DEPARTMENTS IN THE COURTHOUSE

No Action

DISCUSSION AND POSSIBLE APPROVAL OF THE LCC TECHNICIAN WAGE IN RELATION TO THE GRANT FUNDS AVAILABLE

Motion by Collins to table for further information, second by Houle. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF WAIVING THE PROBATIONARY PERIOD FOR THE WAGE RATE FOR THE FORESTRY ADMINISTRATIVE ASSISTANT

Motion by Marvin to accept the recommendation of the Forestry Committee to waive the probationary period on the wage, second by Houle. All present voting AYE. Motion carried.

DISCUSSION ON CUTTING BOARDS THE HIGHWAY IS TAKING TO A TRAINING THAT HAVE THE COUNTY LOGO ON THEM AND THE POSSIBILITY OF FUTURE PURCHASES

Motion by Marvin to recommend future purchases after the Clerk brings back firm prices to the committee, second by Dailey. All present voting AYE. Motion carried.

ADJOURNMENT

There being no further business, motion by Marvin to adjourn, second by Houle. All present voting AYE. Motion carried. Meeting adjourned at 6:45 p.m.

These minutes are not official and are subject to change. They will be officially approved at the next scheduled Personnel & Finance Meetings.

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