

## JOINT PERSONNEL & FINANCE COMMITTEE MINUTES

COMMITTEE: PERSONNEL & FINANCE COMMITTEES  
DATE: TUESDAY, SEPTEMBER 18, 2018  
TIME: 6:00 PM  
PLACE: COUNTY BOARD ROOM

### CALL TO ORDER

Chairman Houle called the meeting to order at 6:00 p.m. and read the agenda.

### ROLL CALL

Present: Berg, Burl, Chaney, Goode, Gretzinger, Houle, Lukas, & Stamper

Absent: None

Others Present: Nora Matuszewski, Lynne Black, Bill Anderson, Donna Pfeifer, Josh Bradley, Tammy Queen, Ed Quade, Al Murray, Joan Ginter, Barry Black, & Dana Bailey

### APPROVE AMENDED AGENDA

Motion by Gretzinger to approve the amended agenda, second by Berg. All present voting AYE. Motion carried.

### APPROVE MINUTES FROM THE AUGUST 20, 2018, JOINT PERSONNEL & FINANCE AND THE SEPTEMBER 17, 2018 FINANCE COMMITTEE MEETING

Motion by Stamper to approve the minutes from the August 20, 2018, Personnel Meeting & Finance meeting, second by Chaney. All present voting AYE. Motion carried.

Motion by Gretzinger to approve the minutes from the September 17, 2018 Finance Committee meeting, second by Lukas. All present voting AYE. Motion carried.

### DISCUSSION AND POSSIBLE ACTION WITH JAIL ADMINISTRATOR ON JAIL/DISPATCHER WAGES

Josh Bradley (Jail Administrator), and John Dennee (Sheriff), were in with numbers from other counties to show how far behind the county is on wages and Josh worked on a tier system for employees to keep them here. The Clerk will take the tier system and work the numbers for the 2019 budget year to see the increase and bring it back to the next committee meeting for final decision.

### DISCUSSION AND POSSIBLE ACTION ON RECOMMENDATION FROM THE FORESTRY COMMITTEE TO INCREASE THE ADMINISTRATIVE ASSISTANT WAGE

Motion by Gretzinger to increase the Administrative Assistant wage to \$18.00 per the Forestry Committee request, with a start date of the beginning of the next pay period, second by Stamper. All present voting AYE. Motion carried.

### DISCUSSION AND POSSIBLE ACTION ON RECOMMENDATION FROM THE FORESTRY COMMITTEE TO INCREASE THE PARK MANAGER'S SALARY

Motion by Stamper to increase the Park Manager's salary from \$12,000 to \$15,000, second by Gretzinger. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE ACTION ON ACCEPTING RESIGNATION OF COA DRIVER AND POSTING THE POSITION

Motion by Goode to approve the resignation and to post the position, second by Berg. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE ACTION ON THE LAND INFORMATION:

- a. APPROVE RESIGNATION OF CORTNEY CLEEREMAN FROM THE LAND INFORMATION OFFICER

Motion by Chaney to approve the resignation, second by Goode. All present voting AYE. Motion carried.

- b. APPROVE APPOINTMENT OF AL MURRAY TO THE LAND INFORMATION OFFICER ON THE RECOMMENDATION OF THE LAND INFORMATION

Motion by Berg to appoint Al Murray to the Land Information Officer on the recommendation of the Land Information Committee, second by Stamper. All present voting AYE. Motion carried.

- c. DISCUSS AND POSSIBLE APPROVAL OF RE-ORGANIZATION OF THE LAND INFORMATION TO CREATE A DEPARTMENT HEAD AND COMBINE THE LAND CONSERVATION AND LAND INFORMATION COMMITTEES RESOLUTION

Motion by Gretzinger to approve the resolution for re-organization and the combination of the committees for grant purposes, second by Stamper. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE ACTION ON THE FUTURE OF THE LAND INFORMATION OFFICER POSITION

No Action

PUBLIC COMMENT

John Dennee asked about NEOGOV software and that he did not think this would apply to his department. The clerk explained that NEOGOV is software that the department heads worked on with Personnel to get put into place. It was explained that whenever department heads went to the Personnel for increases in wages for their employees they were asked for some back up to the request and this was put into place to help with that. The clerk also explained that if the departments did not want to use it they did not have to use it.

CLOSED SESSION

Motion by Chaney to adjourn into closed session pursuant to Wis. Stat. §19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility;” This closed session relates to:

- Discussion and possible action on reinstatement of Highway mechanic wages & benefits

Second by Berg, Roll call vote: Berg(AYE), Burl(AYE), Chaney(AYE), Goode(AYE), Gretzinger(AYE), Houle (AYE), & Stamper (AYE). Motion carried.

RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION

Motion by Stamper to reconvene to open session, second by Berg. All present voting AYE. Motion carried.

Motion by Gretzinger to reinstate Ed Quade as the Shop Foreman, his benefits will stay the same, and the wage will be the \$50,000 salary, second by Berg. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE ACTION ON UPDATING THE COUNTY PARK MANAGER JOB DESCRIPTION

This was already addressed on a previous agenda item; the job description will be updated to the new wage

DISCUSSION AND POSSIBLE ACTION ON UPDATING THE SHOP FOREMAN JOB DESCRIPTION

Motion by Gretzinger to update the Shop Foreman job description name to Shop Superintendent, along with the updated job duties, second by Stamper. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE ACTION ON UPDATING THE PAVING FOREMAN JOB DESCRIPTION

Motion by Chaney to update the wage for the Paving Foreman job description, second by Stamper. All present voting AYE. Motion carried.

ADJOURNMENT

There being no further business, motion by Berg to adjourn, second by Chaney. All present voting AYE. Motion carried. Meeting adjourned at 7:56 p.m.

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

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