

**PRICE COUNTY ADMINISTRATION COMMITTEE**  
**Meeting Minutes**

Date: January 11, 2018

Time: 9:00 a.m.

Place: Courthouse County Board Room 101; 126 Cherry St; Phillips, WI

Meeting called to order by Chair Dennis Wartgow at 9:00 a.m. Roll Call: present – Al Haskins, Ronald Heikkinen (excused at 11:03 a.m.), Bob Kopisch, Sheryl Slaby (excused at 11:34 a.m.), Dennis Wartgow.

Also present: Nick Trimner, Bruce Jilka, Jim Dalbesio, Don Grande, Leanna Samardich, Marilyn Schreuder, Jennifer Miller, Lynn Neeck, Michael Brill, Roxanne Kahan, Brian Schmidt

Items for discussion and possible action:

1. Public Comment and Communications: Jean Gottwald spoke on the frequency and cost of committee meetings.
  2. Meeting Minutes: November 2, 2017: Motion Heikkinen/Slaby to approve the minutes of the November 2, 2017 as presented. Motion carried.
  3. Employee Status Updates
    - a. New Hires, Promotion and Reassignments
      1. Michael Brill – Airport Manager: Introduced. Started November 13<sup>th</sup>.
      2. Michael Ball – Operator I – Highway Department: Started December 4<sup>th</sup>.
      3. Travis Behnke – Foreman – Highway Department: Internal promotion.
      4. Sarah Eckert – Social Worker – Health and Human Services Department: Started January 3<sup>rd</sup>.
      5. Lisa Neidlein – Health and Human Services Department Assistant: Starts January 16<sup>th</sup>.
    - b. Resignations / Retirements / Terminations
      1. Kim Kring – Social Worker – Health and Human Services Department: Retire after 29 years.
      2. Terry Voss – Health and Human Services Department Assistant: Resignation.
      3. Tom Eckels – Social Worker – Health and Human Services Department: Transferred to different county after four years.
    - c. Recruitments
      1. Sheriff's Department – Jailer: Testing today. Need to fill two positions.
      2. Health and Human Services – Social Worker: Expanding regional and online advertising.
  4. Resolution – 2018 Employee Wage Schedule: Motion Heikkinen/Haskins to approve the resolution and forward to the County Board with recommendation for adoption. Motion carried.
  5. Resolution – Elected Official Salaries for 2019 – 2022: Discussion on setting salaries. Motion Kopisch/Heikkinen to approve the resolution and forward to the County Board with recommendation for adoption. Motion carried.
  6. Wage Discrepancy
    - a. County Surveyor: Was underpaid. Has been corrected.
    - b. Family Court Commissioner: Overpaid \$5,188.80. Motion Heikkinen/Haskins to agree to a two year repayment plan via paycheck adjustment. Motion carried.
  7. Resolution – Regular Non-benefit Eligible and Casual Employee Wage Schedule: Motion Heikkinen/Haskins to approve the resolution and forward to the County Board with recommendation for adoption. Motion carried.
  8. Wage Schedule Longevity Conflicts: Discussion on a few positions that have inequity between staff and supervisors. Consensus of committee to let the issue work itself out.
  9. Wage Grade Review of Economic Support Specialists (ESS): Discussion only.
  10. Wage Grade Review/Reclassification of current ESS position to ESS Lead Worker position: Motion Kopisch/Haskins to proceed with position re-evaluation. Motion carried.
  11. Amendments to the Price County Board of Supervisors Policy and Procedure Manual: Reviewed proposed amendments. Motion Kopisch/Slaby to advance proposed changes to the County Board for their consideration. Motion carried.
- Heikkinen excused at 11:03 a.m. Slaby excused at 11:34 a.m.
12. Motion Kopisch/Haskins to adjourn to closed session at 11:34 a.m. pursuant to the exemptions in Wis. State Statute 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of:
    - a. Lead Social Worker Wage Step
    - b. Return to Open Session
- Roll call vote: Yes (3): Haskins, Kopisch, Wartgow. No: (0). Motion carried.  
Motion Haskins/Kopisch to return to open session at 11:48 a.m. Roll call vote: Yes (3): Haskins, Kopisch, Wartgow. No: (0). Motion carried.

13. Take action, as needed, on closed session item: Motion Kopisch/Haskins to authorize the County Administrator to offer the rate of pay as discussed in closed session. Motion carried.
  14. Set next meeting date: March 14, 2018.
  15. Meeting adjourned at 11:55 a.m.
- Submitted by: Jean Gottwald, County Clerk