

PRICE COUNTY ADMINISTRATION COMMITTEE
Meeting Minutes

Date: January 24, 2017

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, Bob Kopisch, Sheryl Slaby, Dennis Wartgow. Also present: Nick Trimner, Bruce Jilka, Brian Schmidt, Brian Roush, Don Grande, Marilyn Schreuder, Mark Fuhr, Leanna Samardich.

Items for discussion and possible action:

1. Public Comment and Communications: None.
2. Meeting Minutes: December 2, 2016: Motion Haskins/Heikkinen to approve the minutes of the December 2, 2016 meeting as presented. Motion carried.
3. Employee Status Updates
 - a. New Hires, Promotion and Reassignments
 1. Jenny Voda – Highway Department: Moved to Administrative Assistant position replacing Rachel Dahlke who is being trained for Highway Accountant position.
 2. Tammara DeLasky – Health and Human Services Assistant: Started January 16th.
 3. Renee Bolles – Ogema Nutrition Site Manager: Started this month.
 4. Linda Palko – Kennan Nutrition Site Manager: Started this month.
 5. Elizabeth Slack – UW-Extension Family Educator and UW-Extension Department Head: Started January 17th.
 - b. Resignations / Retirements
 1. Cathy Moritz – Highway Department: Effective February 3rd with 25 years of service - 19 of those years at the Highway Department.
 2. Linda Hertig – Forestry & Parks / Zoning & Land Conservation: Effective January 13th with 15 years of service.
 3. Katherine Reinhart – Ogema Nutrition Site Manager: Effective
 - c. Recruitments
 1. Deputy Sheriff Part-time Vacancy and Full-time Eligibility: Seven applications being reviewed for the interview and testing process. Researching different recruitment techniques.
 2. Highway Department Operator II: 40 applicants. Interviews to be scheduled.
 3. Forestry & Parks / Zoning & Land Conservation Administrative Assistant: 40 applicants. Interviews scheduled on Monday.
 4. Health and Human Services – Family Home Visitor: Recruitment in process.
4. Repeal or Amend Price County Code – Chapter 120 – Law Enforcement: Motion Kopisch/Heikkinen to proceed with amendment to ordinance and forward to the Law Enforcement Committee for their input. Motion carried.
5. Health Insurance Fund Balance: \$70,000 at year end. Now fully funded as of first of the year. There will be a close out period of three months for 2016 claims.
6. Wage Study Implementation: \$150,000 allocated. Discussed various alternatives: across the board increase, adjust internal inequities, adjust positions to market.
7. Human Resource Specialist – Update Job Description: Motion Kopisch/Slaby to approve the job description as presented. Motion carried.
8. Position Reclassifications
 - a. Corporation Council – Child Support Director
 - b. Highway Commissioner
 - c. Zoning and Land Conservation Administrator
 - d. Sheriff's Department Road Lieutenant
 - e. Human Resource Specialist
 - f. Resolution – Reclassification of Five Salaried Positions: Motion Kopisch/Heikkinen to approve the resolution and forward to County Board with recommendation for adoption. Motion carried.
9. Motion Heikkinen/Haskins to adjourn to closed session at 10:25 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. Sheriff's Deputy Union Grievance Hearing
 - b. Deputy Union Contract Changes
 - c. Return to Open SessionRoll call vote: Yes (5): Haskins, Heikkinen, Kopisch, Slaby, Wartgow. No: (0). Motion carried.
Motion Kopisch/Heikkinen in closed session to return to open session at 10:37 a.m. Roll call vote: Yes (5): Haskins, Heikkinen, Kopisch, Slaby, Wartgow. No: (0). Motion carried.
10. Take action, as needed, on closed session item. No action.
11. Set next meeting date: February 17, 2017.
12. Meeting adjourned at 10:40 a.m.

Submitted by: Jean Gottwald, County Clerk