

# Price County Administration Committee

**Members:** Jeff Hallstrand, Paula Houdek, Mark Kyle, Jordan Spacek, Dennis Wartgow

## Notice of Meeting

There will be a meeting of the **Price County Administration Committee** at the time and place indicated below. The meeting is Open to the public pursuant to Wisconsin Statutes, Chapter 19, Subchapter V. (Open Meeting Law).

**Members of the public may access all public meetings via conference call.**

**Conference call number: 1-408-418-9388**

**Conference code: 2485 894 8697**

**Date: October 10, 2023**

**Time: 9:00 a.m.**

**Place: Courthouse County Board Room 101; 126 Cherry St; Phillips, WI 54555**

**Meeting called to Order and Roll Call**

### Items for discussion and possible action:

1. Public Comment and Communications
2. Meeting Minutes – August 8, 2023
3. Employee Status Updates (since August 8, 2023)
  - a. New Hires, Promotions & Reassignments
    - i. Alexis Timmers – Judicial Assistant
    - ii. Marilyn Rodriguez – Corrections / Dispatch
    - iii. Jesse Meyer – Corrections / Dispatch
    - iv. Cole Richardson – Highway Operator
    - v. Cole Broetzmann – Highway Operator
    - vi. Kenneth Leiting – Airport Technician
  - b. Resignations/Retirements/Terminations
    - i. Scott Retallick – Airport Technician
    - ii. Emily Rehak – Health & Human Services Elder Benefit Specialist
    - iii. Tanner Denzine – Highway Operator
    - iv. Wendy Waltenberg – Deputy Clerk of Courts
    - v. Virginia Bowman – Forestry & Parks Administrative Assistant
  - c. Recruitments
    - i. Corporation Counsel
    - ii. Legal Secretary – DA's Office
    - iii. Correction Officer / Civilian Dispatch (2)
    - iv. Deputy Sheriff
    - v. Social Worker – Children & Youth (2)
    - vi. Social Worker – Behavioral Health
    - vii. ADRC Elder Benefit Specialist
    - viii. ADRC Specialist
    - ix. Deputy Clerk of Courts
    - x. Forestry & Parks Administrative Assistant
    - xi. Substitute Nutrition Site Managers
4. 2024 Employee Payroll and Holiday Schedule
5. Cottingham & Butler
  - a. 2023 – 2024 Upper Midwest Salary Planning Survey Report
  - b. Wage Schedule Review Process
6. Resolution: Creation of a New Position – ADRC-N Disability Benefit Specialist

7. Employee Handbook
  - a. Mandatory Annual Vacation for Payroll and Accounts Payable Employees for Fraud Prevention
8. *Resolution for Inclusion Under the Income Continuation Insurance Plan **amended October 5, 2023***
9. Self-Funded Health Insurance
  - a. 2024 Premiums
  - b. 2024 Deductible
  - c. Current Status of Health Insurance Fund
10. Date of Next Meeting
11. Adjourn

By: Dennis Wartgow, Committee Chairperson

Posted: October 4, 2023

Reviewed by County Administrator: Nicholas Trimner

C: Price County Review            WCQM/WPFP

Posting locations: Courthouse bulletin board, Normal Building bulletin board, Park Falls Public Library, Phillips Public Library, Ogema Public Library

The Committee reserves the right to take appropriate action on any item timely noticed on this agenda. Members present at this meeting may constitute a quorum of the County Board or any other County Board committee. Persons having a disability may request special accommodation in keeping with ADA requirements. Requests will be kept confidential.