

**Price County Administration Committee**  
**Meeting Minutes**

Date: March 22, 2022

Time: 9:00 a.m.

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

Meeting called to order by Dennis Wartgow, Committee Chairperson at 9:00 a.m. Roll Call: Present: Alan Barkstrom, Jeff Hallstrand, Bob Kopisch, Jordan Spacek, Dennis Wartgow. Also present: Nick Trimner, Paula Houdek, Jennifer Miller

Nick reviewed process for those attending electronically.

Items for discussion and possible action:

1. Public Comment and Communications: None.
2. Minutes from February 7 and February 15, 2022 meetings: Motion Barkstrom/Spacek to approve the minutes of the February 7 and February 15, 2022 meetings as presented. Motion carried.
3. Employee Anniversaries: Joe Lilly 25 years, Deb Kronberger-Oswald 28 years, Sylvia Kerner 19 years. Several with lesser years.
4. Employee Status Updates
  - a. New Hires, Promotions & Reassignments
    1. Zachary Childers – Highway Operator
    2. Breanna Wagner – Accounts Payable / Payroll Coordinator
    3. Morgan Miller – transfer from Custodian to LTE Administrative Assistant / Sheriff's Office
    4. Jacob Maske – Part-time/Casual Correction Officer/Dispatch
  - b. Resignations/Retirements/Terminations
    1. Tyler Zimmerman – Highway Operator
    2. Cathy Nuetzel-Viau – Correction Officer/Dispatch (to part-time/casual)
    3. Tyce Hadley – Part-time Sheriff's Office
    4. Matt Hibbard – Highway Operator
  - c. Recruitments
    1. Substitute Nutrition Site Managers: Ongoing.
    2. Human Development & Relationships Extension Educator: Interview process unsuccessful. UW to repost with new requirements.
    3. Social Worker – Children & Youth: Ongoing. Currently short four social workers. Creating an intake position that would ease that process for the social workers
    4. Social Worker – Children & Youth – Foster Care Coordinator: Ongoing.
    5. Deputy Sheriff: Opening created with assignment of Recreation Officer.
    6. Highway Mechanic: Two openings.
    7. Highway Operator: Four openings.
    8. Summer Hires – Highway and Forestry & Parks: Six for Highway and two for Forestry.
5. Retention and Recruitment: Working on several items. May need to look at differentiating pay schedule for social workers and highway crew.
  - a. Call in Pay – Update Handbook Language: Removing “per day” from the policy. Motion Spacek/Kopisch to approve the change of policy language as presented, to be retroactive to the date of original policy implementation. Motion carried.
  - b. Scholarship Program for Social Worker Certificate: Would be offered to employees who would be interested in obtaining Social Worker certification. Already in place and being used for Sheriff Deputies. Will consider for Highway crew obtaining a CDL.
6. Health Insurance Update: Need to address expected increases for next year.
7. Child Support Department Structure Updates: Supervisor position share with Lincoln County. Pilot program where Lincoln County would have a full-time position and Price County would reimburse for services provided by their employee.
8. Limited Term Employee Wage Schedule: Last change was April 5, 2020. Will come back with recommendations at next meeting.
9. Set next meeting date: April 12<sup>th</sup> at 10am
10. Meeting adjourned at 10:40 a.m.

Respectfully submitted,

Jean Gottwald, County Clerk