

Price County Administration Committee Meeting Minutes

Date: July 27, 2021

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

Nick reviewed the process for attending meeting via conference call.

Items for discussion and possible action:

1. Public Comment and Communications: None.
2. Minutes from June 3, 2021 meeting: Motion Kopisch/Hallstrand to approve the minutes of the June 3, 2021 meeting as presented.
3. Employee Status Updates
 - a. New Hires, Promotions & Reassignments
 1. Stacy Abraham – transfer – DA Legal Assistant: from HHSD June 28th.
 2. Kris Mabie – transfer – Senior Services Manager: from Elder Abuse Specialist June 28th
 3. Leslie Hauschild – transfer – Technical Specialist – Sheriff's Office: November 1st.
 4. Richard Russell – Highway Operator: July 12th
 5. Emily Berry – transfer - Elder Benefits Specialist: from HHSD: August 2nd
 - b. Resignations/Retirements/Terminations
 1. Janine Dobson – Senior Services: July 16th
 2. James Timmers – Highway Operator: July 7th
 3. Deb Rait – Child Support: August 2nd
 4. Lynn Wallace – Sheriff's Office: January 3rd
 - c. Recruitments
 1. Nutrition Site Manager – Park Falls: New site at Peace Lutheran Church. First search was not successful.
 2. Health & Human Services Assistant (2): Closes August 4th.
 3. Executive Administrative Assistant – Sheriff's Office: Internal transfer – Katie Crivello. Opened up recruitment for the Victim Witness Coordinator/Legal Assistant position.
 4. Child Support Specialist: Recruitment to start.
 5. Deputy Sheriff: Three individuals in the testing process for two positions. One to fill the recent retirement of Gabe Lind.
 6. Correction Officer / Dispatch: Interviews scheduled for one male jailer position.
 7. Social Worker – Children & Youth: Ongoing for two positions.
4. Council on Aging Advisory Committee Per Diem: Motion Wartgow/Hallstrand to have the Council on Aging Advisory Committee member per diem match County Board committee member per diem. Motion carried.
5. Retention and Recruitment Initiative Update: Initiated July 11th.
6. COVID-19 Administrative Authority and Emergency Leave: Ends August 31st. Emergency sick leave pay ended. Employees testing positive for COVID-19 are required to quarantine. Still doing some work from home.
7. Employee Handbook Updates:
 - a. Vacation & Sick Leave Limitations on Payout at Separation: 30 day separation notice for hourly employees and 60 day separation notice for salaried employees to receive payouts.
 - b. Telecommuting Policy: Continuation of policy that has been used during the COVID-19 Public Health Emergency.
 - c. Airport and Dams Employees to Holiday Schedule: Included as a Highway benefit.Motion Spacek/Barkstrom to approve the Employee Handbook changes as presented. Motion carried.
8. Closed Session: Announcement and motion Hallstrand/Spacek to adjourn to closed session at 9:41 a.m. pursuant to the exemption in Wis. State Statute 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified

public business, whenever competitive or bargaining reasons require a closed session, for the purpose of:

- a. Health Insurance Broker Presentations (times are approximate):
 1. 9:30 a.m. Cottingham & Butler
 2. 10:00 a.m. M3
 3. 10:30 a.m. Spectrum Benefit Solutions – Hedlund Agency
- b. Motion to Return to Open Session

Roll call vote: Yes (5): Barkstrom, Hallstrand, Kopisch, Spacek, Wartgow. No: (0). Motion carried.
Motion Kopisch/Spacek in closed session to return to open session at 12:10 p.m. Roll call vote: Yes (5): Barkstrom, Hallstrand, Kopisch, Spacek, Wartgow. No: (0). Motion carried.

9. Take Action, as needed, on closed session items: None.

10. Set next meeting date: August 10th at 8:30 a.m.

11. Meeting adjourned 12:09 p.m.

Respectfully submitted,
Jean Gottwald, County Clerk