

**MINUTES**  
**MONDAY, AUGUST 16, 2021 – 9:00 AM**  
**PERSONNEL & WAGES COMMITTEE OF**  
**OCONTO COUNTY BOARD OF SUPERVISORS**  
**CONFERENCE ROOM #1003/1004 – 1st FLOOR COURTHOUSE BLDG “A”**  
**301 WASHINGTON STREET, OCONTO, WI 54153-1699**  
**www.co.oconto.wi.us**

*(Draft minutes, not yet approved)*

COMMITTEE PRESENT: Karl Ballestad, Dave Christianson, Gary Frank, Elizabeth Paape

COMMITTEE ABSENT: Rose Stellmacher

OTHERS PRESENT: Kevin Hamann, County Administrator; Beth Ellingson, Corporation Counsel; Paul Bednarik, County Board Chair; Sharon Aubry, Administrative Assistant III-Admin/HR/EM; Lisa Sherman, Finance Director; Shelly Schultz, Human Resources Director;; Jody Armagost, Deputy Health & Human Services Director; Tanya Peterson, Treasurer; Todd Skarban, Sheriff

TIME MEETING BEGAN: 9:00 a.m.

**1. Approval of Agenda**

**A. Change of Sequence –Move 12 & 13 after 3**

**B. Removal of Items – None**

Motion by Ballestad/Christianson to approve the agenda as amended. The motion was voted on and carried.

**2. Approval of Minutes of Previous Meeting**

Motion by Pappé/Christianson to approve minutes of previous meeting held on July 19, 2021 as presented. The motion was voted on and carried.

**3. Communications – None**

**4. Monthly Employee Update Report – July 2021**

Schultz reviewed the report with the Committee. Discussion followed. Informational only, no formal action taken.

**5. 2022 General Employee Compensation Plan**

Schultz provided a handout of the revised plan and reviewed it with the Committee. The handout rates reflects the rates which includes the 2% across the board for 1-1-2022. Rate increases themselves are already built into the 2022 budget. The additional merit increase funds will be included in the HR Budget. Any additional adjustments/increases would not take place until 2023. Dept heads will be responsible for setting goals and meeting with employees. Discussion followed. Schultz will provide the Committee with a list of employees and the impact of the new plan each of their wages at the next Committee meeting. Hamann/Schultz will bring final version to the next meeting. Department Heads will receive an updated copy and will request input.

**6. Resolution – 2022 Non Union Temporary, Seasonal Pay Schedule**

Schultz reviewed the resolution with the Committee. Discussion followed. Motion by Paape/Christensen recommend the 2022 Non Union temporary, Seasonal Pay Schedule resolution to the County Board for approval as amended. The motion was voted on and carried.

**7. Resolution – County Board Compensation for 2022-2024**

Hamann reviewed the resolution with the Committee. Discussion followed. Motion by Christensen/Paape to recommend for approval the County Board Compensation for 2022-2024 as presented. The motion was voted on and carried.

**8. Monthly CPI-U Percentage Report**

	May	June	July	3 year average
Federal CPI	5.0%	5.4%	5.4%	2.05%
Midwest CPI	5.6%	5.8%	5.9%	1.84%
WERC	1.50%	Not Available	Not Available	Not Available

Discussion followed. Informational only, no formal action taken.

**9. Update on Health Insurance Proposals**

Schultz provided update on current health insurance proposals received and status of process. Schultz will create a spreadsheet to the next meeting which will illustrate the change in rates to employees for both plan options. Interviews from both companies will take place on 8-24-21 and further information will be coming for the September meeting. Delta Dental came in with 0% increase with two year rate guarantee.

**10. 2022 Holiday Schedule**

Hamann reviewed the 2022 Holiday schedule – Informational only, no formal action taken.

**11. Approval of IT/Sheriff Position**

Schultz provided a copy of the job description for the position in question. Skarban addressed the Committee in regards to why this position is being created, the need for the position as well as the continued necessity of the data collection for the Sheriff's Office. This is a full time Technology Services position that reports directly to the Sheriff's Office. Discussion followed. Resolution to add this position as presented will be brought to the September Committee meeting for approval.

**12. Approval for Treasury Additional Hours for PT Position**

Schultz explains situation and how both departments need this person at the same time. Part time person has been used only in Treasurers Office and not in the UW Extension Department for the past few months. UW Extension would then request a summer LTE to assist in their office as needed. Finance/Insurance Committee declined Peterson's request for change in position to Full time. Finance/Insurance Committee has recommended approval to County Board for position to be 25 hours per week in Treasurer office only. Ballestad/Christensen to move position to 25 hours per week in Treasurers office only. Motion was voted on and carried.

**13. Health Insurance Claims Report**

Aubry reviewed the claims report with the Committee. Informational only, no formal action taken.

**14. Human Resources Department – 2021 Budget Report**

Hamann reviewed the 2021 Human Resources budget with the Committee. Informational only, no formal action taken.

**15. Human Resources Department – 2022 Budget Request**

Schultz provided handout of the 2022 HR Budget Request. Schultz and Hamann reviewed the Budget request by line. Motion by Ballestad/Pappe to recommend to the County Administrator for approval the 2022 Human Resources Budget as presented. The motion was voted on and carried.

**16. Announcements/General Information (No Action to be Taken) - None**

**17. Set Next Meeting Date**

Date of next regular meeting: Monday, September 20, 2021 at 9:00 a.m.

**18. The Committee may adjourn to closed session, pursuant to s. 19.85 (1)(e), Wis. Stats. to discuss Oconto County's bargaining position with regard to Wisconsin Police Professional Association (WPPA) - Sheriff Deputy's working agreement.** Motion by Christianson/Ballestad to adjourn to closed session at 10:36 a.m. The motion was voted on and carried.

**19. The Committee shall reconvene to open session, pursuant to s. 19.85(2), Wis. Stats., to conduct all legal business.** Motion by Paape/Christianson to return to open session at 10:45 a.m.

**20. Adjournment**

The meeting was adjourned by the Chair at 10.45 am

**Sharon Aubry, Recording Secretary**  
**Posted 08-19-2021**