

MINUTES
MONDAY, JULY 19, 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;; Mike Reimer, Health & Human Services Director;

TIME MEETING BEGAN: 9:00 a.m.

1. Approval of Agenda

A. Change of Sequence –None

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 Paape/Christianson to approve minutes of previous meeting held on June 21, 2021 as presented. The motion was voted on and carried.

3. Communications – None

4. Monthly Employee Update Report – June 2021

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

5. Forestry & Parks Re-Organization Plan Resolution (Enc.

Hamann reviewed the resolution with the Committee. Motion by Christianson/Ballestad to recommend the resolution for approval to the County Board. The motion was voted on and carried.

6. 2021 General Employees Compensation Adjustment Resolutions

A. Deputy Clerk of Courts

The Committee reviewed the resolution. Motion by Paape/Christianson to recommend to the County Board for approval the general employee wage adjustment for the Clerk of Courts Deputy Clerk of Courts from H4 to I1. The motion was voted on and carried 3 ayes, 1 nay (Frank).

B. Clerk of Courts – Family/Civil Clerk

The Committee reviewed the resolution. Motion by Ballestad/Christianson to recommend to the County Board for approval the general employee wage adjustment for the Clerk of Courts Family/Civil Clerk from G4 to G7. The motion was voted on and carried 3 ayes, 1 nay (Frank).

C. Clerk of Courts – Small Claims/DNR

The Committee reviewed the resolution. Motion by Christianson/Paape to recommend to the County Board for approval the general employee wage adjustment for the Clerk of Courts Small Claims/DNR Clerk from G2 to G4. The motion was voted on and carried 3 ayes, 1 nay (Frank).

D. Clerk of Courts – Traffic Clerk

The Committee reviewed the resolution. Motion by Paape/Christianson to recommend to the County Board for approval the general employee wage adjustment for the Clerk of Courts Traffic Clerk from G8 to G10. The motion was voted on and carried 3 ayes, 1 nay (Frank).

E. Deputy County Clerk

The Committee reviewed the resolution. Motion by Christianson/Paape to recommend to the County Board for approval the general employee wage adjustment for the Deputy County Clerk from H12 to I4. The motion was voted on and carried.

F. Courts – Judicial Assistant

The Committee reviewed the resolution. Motion by Ballestad/Paape to recommend to the County Board for approval the general employee wage adjustment for the Courts Judicial Assistant from H7 to H10. The motion was voted on and carried.

G. Courts – Legal Assistant

The Committee reviewed the resolution. Motion by Christianson/Paape to recommend to the County Board for approval the general employee wage adjustment for the Courts Legal Assistant from G2 to G4. The motion was voted on and carried 3 ayes, 1 nay (Frank).

H. Emergency Management Director

The Committee reviewed the resolution. Motion by Ballestad/Paape to recommend to the County Board for approval the general employee wage adjustment for the Emergency Management Director from K2 to L1. The motion was voted on and carried 3 ayes, 1 nay (Frank).

I. Health & Human Services Maintenance Person

The Committee reviewed the resolution. Motion by Christianson/Ballestad to recommend to the County Board for approval the general employee wage adjustment for the Health & Human Services Maintenance Person from G11 to H3. The motion was voted on and carried 3 ayes, 1 nay (Frank).

J. Planning & Zoning – Admin Assistant I

The Committee reviewed the resolution. Motion by Christianson/Paape to recommend to the County Board for approval the general employee wage adjustment for the Planning & Zoning Administrative Assistant I from F8 to F9. The motion was voted on and carried.

K. Planning & Zoning – Administrator

The Committee reviewed the resolution. Motion by Christianson/Ballestad to recommend to the County Board for approval the general employee wage adjustment for the Planning & Zoning Administrator from O12 to P7. The motion was voted on and carried 3 ayes, 1 nay (Frank).

L. Planning & Zoning – Assistant Zoning Administrator – Lester

The Committee reviewed the resolution. Motion by Paape/Christianson to recommend to the County Board for approval the general employee wage adjustment for the Planning & Zoning Assistant Zoning Administrator Lester from J2 to J3. The motion was voted on and carried 3 ayes, 1 nay (Frank).

M. Planning & Zoning – Assistant Zoning Administrator – Moody

The Committee reviewed the resolution. Motion by Ballestad/Paape to recommend to the County Board for approval the general employee wage adjustment for the Planning & Zoning Assistant Zoning Administrator Moody from J8 to J9. The motion was voted on and carried.

N. Planning & Zoning – Assistant Zoning Administrator – Brehmer

The Committee reviewed the resolution. Motion by Paape/Christianson to recommend to the County Board for approval the general employee wage adjustment for the Planning & Zoning Assistant Zoning Administrator Brehmer from J8 to J9. The motion was voted on and carried.

O. Planning & Zoning – Principal Planner

The Committee reviewed the resolution. Motion by Ballestad/Christianson to recommend to the County Board for approval the general employee wage adjustment for the Planning & Zoning Principal Planner from L7 to L9. The motion was voted on and carried 3 ayes, 1 nay (Frank).

P. Sheriff – Jail Administrator

The Committee reviewed the resolution. Motion by Paape/Christianson to recommend to the County Board for approval the general employee wage adjustment for the Sheriff Office Jail Administrator from M9 to O1. The motion was voted on and carried 3 ayes, 1 nay (Frank).

Q. Veterans Service Officer

The Committee reviewed the resolution. Motion by Christianson/Paape to recommend to the County Board for approval the general employee wage adjustment for the Veterans Service Officer from K7 to L5. The motion was voted on and carried.

7. 2022 General Employee Compensation Plan

Schultz provided a handout and reviewed it with the Committee. Discussion followed. Schultz will report back to the Committee with more details to include how the merit will be doleed out and impact by each person.

8. 2022 Non Union Temporary, Seasonal Pay Schedule

Schultz provided a handout and reviewed it with the Committee. Discussion followed. Motion by Paape/Christ to recommend to County Board for approval the 2022 Non Union Temporary, Seasonal Pay Schedule as presented. The motion was voted on and carried.

9. Monthly CPI-U Percentage Report

	April	May	June	3 year average
Federal CPI	4.2%	5.0%	5.4%	1.98%
Midwest CPI	4.9%	5.6%	5.8%	1.74%
WERC	1.18%	1.50%	Not Available	Not Available

Discussion followed. Informational only, no formal action taken.

10. Health Insurance Proposals

Schultz provided update on current health insurance proposals received and status of process.

11. Health Insurance Claims Report

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

12. Human Resources Department – 2021 Budget Report

Schultz reviewed the 2021 budget with the Committee. Informational only, no formal action taken.

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

14. Set Next Meeting Date

Date of next regular meeting: Monday, August 16 2021 at 9:00 a.m.

15. 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 Paape/Christianson to adjourn to closed session at 10:11 a.m. The motion was voted on and carried.

16. 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 10:26 a.m.

17. Adjournment

The meeting was adjourned by the Chair at 10:26 am

Sharon Aubry, Recording Secretary

Posted 07-21-2021