

## **FINANCE AND PERSONNEL COMMITTEE**

July 5, 2011

The Finance and Personnel Committee met on Tuesday, July 5, 2011, at 9:00 a.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: Jeanetta Kirkpatrick, Fred Clary, Gaylord Deets, Ann Greenheck, Walter, Gust and Larry Wyman. Betty Havlik was absent.

Others present included: Victor Vlasak, County Clerk; Cathy Cianci, Pine Valley Administrator; Randy Jacquet, Health and Human Services Director; Sandra Kramer, Veteran Service Officer; Harriet Pedley, Zoning Administrator; and Cathy Cooper, County Conservationist.

Committee Chairman Kirkpatrick called the meeting to order.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by either mail or email to all Committee members, a copy was posted on the Courthouse Bulletin Board, a copy was faxed to The Richland Observer and a copy was sent by email to WRCO.

Motion by Gust, second by Clary to approve the agenda. Motion carried.

Motion by Wyman, second by Gust to approve the printed copies of the minutes for the June 7, 2011 meeting. Motion carried.

Chairman Kirkpatrick read the Notice of Sale for the Tax Deed parcel located in the Town of Henrietta. No oral or written bids were received for the parcel. Motion by Greenheck, second by Wyman that the Property Committee re-appraise the parcel. Motion carried.

Harriet Pedley addressed the Committee requesting compensation after her retirement, which is effective July 8<sup>th</sup>, for attendance at court cases for which she has received a subpoena. The week of July 18<sup>th</sup> a case is coming up with the District Attorney's office regarding a junkyard cleanup. Pedley left the meeting to find out how receiving compensation from the County would affect her retirement.

Cathy Cooper addressed the Committee regarding entering into a contribution agreement with the U.S. Department of Agriculture to have the Land Conservation Department complete 34 conservation plans for the Conservation Reserve Program by September 2, 2011 and 1 Conservation Reserve Enhancement Program conservation plan by December 31, 2011. For completing the plans the Department will receive \$12,882.00. Motion by Greenheck, second by Deets approving the Land Conservation Department entering into the agreement and the depositing of the revenue in the Farmland Preservation Fund. Motion carried.

Sandra Kramer addressed the Committee requesting her annual salary increase. Motion by Clary, second by Gust to present a resolution granting a 3% salary increase to the Veteran Service Officer. Motion carried.

Cathy Cianci addressed the Committee requesting approval to pay Ila Hagenston at non-union pay grade 16 for the time she performs the duties of the Food Service Supervisor while the Food Service Supervisor is on sick leave. Motion by Wyman, second by Clary to present a resolution for approval to pay Ms. Hagenston at the Grade 16 job rate while she is serving as the Food Service Supervisor and that the temporary pay increase be effective retroactive to June 14, 2011. Motion carried.

Randy Jacquet addressed the Committee requesting approval to pay Briana Turk at the job rate for non-union Grade 18 while she performs some of the duties of the Economic Support Manager position which was left vacant upon the retirement of Christy Duhr. Because the Income Maintenance Program is in transition, a decision to refill Christy Duhr's position will not be made until it is know how the formation of the regional consortiums will play out. Motion by Gust, second by Greenheck to present a resolution for approval to pay Ms. Turk at the job rate for non-union Grade 18 and that the temporary pay increase be effective retroactive to June 27<sup>th</sup> but not longer than December 31, 3011. Motion carried.

The request of Harriet Pedley for compensation after her retirement for attending court hearings was discussed. Pedley reported that any compensation received after her July 8<sup>th</sup> retirement and before August 8<sup>th</sup> would affect her retirement compensation. Motion by Wyman, second by Greenheck to approve compensating Ms. Pedley at \$21.74 per hour for attendance at court hearings if the occur after August 8, 2011. Motion carried.

Motion by Greenheck, second by Clary to present a resolution for approval to transfer \$1,195.53 from the General Fund to the Recycling Fund. The revenues were received as a result of the electronic collections program. Motion carried.

The Clerk reported the receipt of a notice from the Wisconsin Professional Police Association requesting that bargaining commence for a successor agreement between Richland County and the Richland County Deputy Sheriff's Association. The Clerk will notify Attorney Jon Anderson that the Committee wishes to proceed with bargaining for a new agreement.

Chairman Kirkpatrick distributed copies of a draft letter to be sent to department heads regarding the formulation of the 2012 county budget. Questions were raised about language in the draft letter regarding grade change recommendations from departments. The draft letter will be finalized when the Committee meets on August 2<sup>nd</sup>. The Committee set the following dates for future meetings:

- August 2nd – Regular Meeting
- August 30th – Personnel Issues
- September 2nd – Formulate 2012 Budget
- September 9th – Formulate 2012 Budget
- September 16th – Formulate 2012 Budget

- September 23<sup>rd</sup> – Just the Committee
- September 30<sup>th</sup> – Just the Committee

The Clerk reported that there are two vacancies on the Revolving Loan Fund Committee due to the retirement of Jim Vodak from Anchor Bank and Carol Keller leaving her position at M&I. It was suggested that Anchor Bank and Community First Bank be contacted.

The Clerk reported the receipt of a request from Sheila Troxel at the Wallace, Cooper & Elliot Insurance Agency requesting that they be named the agent of record for county employees who have Dean Care health insurance coverage. Motion by Clary, second by Gust to remain company direct for county employees who have Dean Care. Motion carried.

Copies of correspondence from the Wisconsin Department of Administration regarding 2011 Wisconsin Act 10 were distributed to Committee members.

Discussion followed regarding the formulation of a transition team to put together work rules and a grievance procedure. It was suggested that Attorney Anderson meet with the Committee regarding the development of a grievance procedure. Chairman Kirkpatrick will contact Mr. Anderson.

Chairman Kirkpatrick reported that an arbitrator has been chosen for the Jeff Schultz employment termination grievance.

Motion by Deets, second by Wyman to adjourn to Tuesday, August 2<sup>nd</sup> at 9:00 a.m. Motion carried. The meeting adjourned at 10:43 a.m.

Victor V. Vlasak  
Richland County Clerk