

FINANCE AND PERSONNEL COMMITTEE

November 3, 2015

The Finance and Personnel Committee met on Tuesday, November 3, 2015, 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.

Finance and Personnel Committee members present included: Jeanetta Kirkpatrick, Bob Bellman, Fred Clary, Tom Crofton, Gaylord Deets, Larry Sebranek and Lew Van Vliet.

Others present included: Victor Vlasak, County Clerk; and elected officials, department heads and employees.

Chairman Kirkpatrick called the meeting to order.

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

Motion by Deets, second by Sebranek to approve the amended agenda. Motion carried.

Motion by Deets, second by Crofton to approve the printed copies of the October 6th minutes. Motion carried.

Chris Glasbrenner addressed the Committee regarding the accrued vacation time for the Director of Nursing. Because of the construction project and the unforeseen absence of the Pine Valley Administrator during which time the Director of Nursing served as Administrator, the Director will be unable to use her accrued vacation during the required 18-month period of accrual from her anniversary date. Motion by Crofton, second by Van Vliet to approve an extension of the time beyond the 18-month period from her anniversary date for the Director of Nursing to use her remaining accrued vacation time. Motion carried.

Sebranek addressed the Committee requesting approval for the Land Conservation Department to apply for a credit card to be used to purchase gas for the pickup truck used by the department during the summer months due to the high cost of purchasing fuel from the Highway Department. Motion by Crofton, second by Bellman to approve the request. Motion carried.

Motion by Deets, second by Sebranek to go into closed session under section 19.85 (1) (c) to conference with Attorney Jon Anderson regarding the employment of a Sheriff's Department employee and that Attorney Anderson and the County Clerk remain for the closed session. Roll call vote. AYES: Van Vliet, Sebranek, Clary, Kirkpatrick, Deets, Bellman, Crofton. Ayes 7. Noes 0. Total 7. Motion carried.

Closed session.

Motion by Van Vliet, second by Sebranek to return to open session. Motion carried.

A discussion took place regarding reporting requirements associated with the Affordable Care Act.

Bob Frank addressed the Committee regarding the compensation and fringe benefits paid to the Chief Deputy Sheriff and Road Patrol Lieutenant. Resolution No. 13-27 adjusted the wages for the positions for the years 2013 and 2014. The resolution also phased in the employee contribution to the Wisconsin Retirement System. Frank explained that the past practice has been to keep the two positions in parity with the wage increase and benefit changes that the unionized employees in the department receive through contract negotiations. The unionized employees under the contract will receive increases of 1.5% on January 1, 2015; 1% on July 1, 2015; 1.5% on January 1, 2016; and 1% on July 1, 2016. The unionized employees' share of the employee payment to the Wisconsin Retirement System will be phased in as follows: effective January 1, 2015, the employees shall pay the employee share capped at 5%; effective July 1, 2015, the employees shall pay the employee share capped at 6%; effective January 1, 2016, the employees shall pay the full employee share. Frank noted that wages increases for the Chief Deputy and Lieutenant were included in the 2016 budget. The Chief Deputy and Lieutenant are currently paying one-half of the dental premium, 12% of the health premium and 4% towards the employees' share of the retirement. Motion by Bellman, second by Deets that the salaries of the Chief Deputy and Lieutenant be increased by 1.5% on January 1, 2016, and 1% on July 1, 2016, and effective January 1, 2016, that both positions pay the full share of the employee contribution to the Wisconsin Retirement System. Motion carried.

Chairman Kirkpatrick reported the receipt of 'letters of concern' regarding the non-union rates per hour paid to the part-time clerical position in the District Attorney's office and the part-time clerical position in the Register of Probate's office. Recent advertisements for vacant clerical positions in the Child Support Agency and Clerk of Courts office indicated that the positions are to receive the starting rate for the clerical position in the courthouse salary schedule. The request is that all of the clerical positions in the above mentioned four offices all be paid based upon the same schedule. Motion by Clary, second by Van Vliet that effective January 1, 2016, both the part-time Register in Probate clerical position and the part-time District Attorney clerical position be moved from the salary grade system to grade 5 in the courthouse salary schedule and that the title of the position in the courthouse salary schedule be changed from Clerical Assistant II to Clerical Assistant and that Val Mangion and Jenifer Laue both be placed wherever they fall in the courthouse salary schedule based upon their length of service. Roll call vote. AYES: Kirkpatrick, Clary, Van Vliet. NOES: Crofton, Bellman, Deets, Sebranek. Ayes 3. Noes 4. Total 7. Motion declared defeated.

Motion by Crofton, second by Deets to eliminate the clerical assistant job title from the courthouse salary schedule, move the people holding that title and the rate they are currently receiving to the salary grade system, make the scale for the non-union clerical positions the same as what the courthouse schedule entry level rate is and anyone above that level gets red lined until we solve this problem, with the exception of county-wide raises. Discussion followed. Harper emphasized that the request is to have all of the clerical assistants being paid based upon the same pay schedule to create harmony. Crofton and Deets withdrew their motion and second.

Motion by Clary, second by Crofton to move the two positions from the salary grade system to the courthouse salary schedule at Grade 5, place them wherever they fall in the grade, change the Clerical Assistant II title to Clerical Assistant, red line anyone in the courthouse salary schedule for the Clerical Assistant position at the rate they are currently at; eliminating the one-year, two-year and five-year automatic increases for that position after they have passed the probationary period rate. Discussion followed regarding the affect the motion would have on other people in the Clerical Assistant position in the courthouse salary schedule. Clary and Crofton withdrew their motion and second.

Motion by Crofton, second by Sebranek to reconsider the original motion that failed. Motion carried. Roll call vote. AYES: Crofton, Kirkpatrick, Clary, Van Vliet. NOES: Bellman, Deets, Sebranek. Ayes 4. Noes 3. Total 7. Motion carried.

Motion by Clary, second by Bellman to recess until 1:00 p.m. Motion carried.

Chairman Kirkpatrick called the meeting back to order at 1:00 p.m.

Finance and Personnel Committee members present included: Jeanetta Kirkpatrick, Bob Bellman, Fred Clary, Tom Crofton, Gaylord Deets, Larry Sebranek and Lew Van Vliet.

Others present included: Victor Vlasak, County Clerk; Jim Chitwood, Highway Commissioner; Ben Southwick, Corporation Counsel; and Dick Rasmussen, Highway Committee Chairman.

Motion by Crofton, second by Sebranek to go into closed session under section 19.85 (1) (e) of the Wisconsin Statutes to discuss the purchase price of the County's intended partial acquisition of the Teresa Schneider property for a sand pit and that the County Clerk, Highway Commissioner, Corporation Counsel and Highway Committee Chairman be allowed to remain for the closed session. Roll call vote: AYES: Van Vliet, Sebranek, Clary, Kirkpatrick, Deets, Bellman, Crofton. Ayes 7. Noes 0. Total 7. Motion carried.

Closed session.

Motion by Van Vliet, second by Crofton to return to open session. Motion carried.

Funding for the acquisition of the Schneider property was discussed. Motion by Bellman, second by Van Vliet to present a resolution to the County Board at the December 8th session for approval for the partial acquisition of the Teresa Schneider property for a sand pit, with delegation to the Highway Committee negotiating and funding the acquisition. Motion carried.

Committee members were given copies of proposals received from Gander Consulting Group, LLC and Risk management Concepts for property and liability risk management and insurance consulting services.

Motion by Crofton, second by Bellman to adjourn. Motion carried. The meeting adjourned at 1:59 p.m. The next meeting is scheduled for December 1st at 9:00 a.m.

Victor V. Vlasak
Richland County Clerk