

The Florence County Personnel and Law Enforcement Committee met at the Courthouse on November 7, 2013. The meeting was called to order by the Chair. Members present were Supervisors: Bomberg, Johnson, Kelley, and Theer. Excused: Supervisor Steber

Moved by Supervisor Johnson, seconded by Supervisor Theer to approve the Agenda. Ayes: Four (4). Nays: None (0). Motion carried.

Moved by Supervisor Theer, seconded by Supervisor Kelley to approve the minutes as read for October 1<sup>st</sup>, October 3<sup>rd</sup>, and two meetings for October 23<sup>rd</sup>, 2013. Ayes: Four (4). Nays: None (0). Motion carried.

Moved by Supervisor Kelley, seconded by Supervisor Johnson to approve Child Support's bills and recommend to Audit and Budget. Ayes: Four (4). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer to approve the change in probationary status for Mary Podnar, Office Manager for Forestry/Parks, from 90% to 100% effective November 5<sup>th</sup>, 2013. Ayes: Four (4). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer to allow Donna Trudell, County Clerk, to research the hire of a Job/Wage Analyst. The recommendation comes from Borowski/Phillips Law Firm that put together our Personnel Policy and our County Auditor. Ayes: Four (4). Nays: None (0). Motion carried.

Next on the Agenda, Corrin Seaman, Director of UW Extension, presented the Committee with a revised upgraded job description for Kathy Bednarski, Office Secretary. She explained that with the additional programs, duties, and supervision of the summer limited term employee's warrants the current job description to be upgraded to Office Manager.

Moved by Supervisor Johnson, seconded by Supervisor Theer to table the decision to upgrade the current Office Secretary Job description until a decision is made on hiring a Wage Analyst and/or the study is completed. Ayes: Four (4). Nays: None (0). Motion carried.

Patrick Smith, County Forester, presented the Committee with a revised job description and an explanation to remove this position from the Union. Supervisor Bomberg explained to Mr. Smith that the committee cannot take action on this until he gets approval in writing from the Courthouse Union to remove the job position and they make a decision on whether the County will hire an Analyst or not.

Moved by Supervisor Johnson, seconded by Supervisor Kelley to table the decision to upgrade the current County Forester Job description until it is removed from the Union and a decision is made on hiring a Wage Analyst and/or the study is completed. Ayes: Four (4). Nays: None (0). Motion carried.

Margie Yadro, Land Conservation Administrator, presented the Committee with a draft for an Independent Contractor Agreement to review. She explained this general form will help departments who hire Contractors.

Moved by Supervisor Johnson, seconded by Supervisor Theer to have other Administrators along with Corporation Council review and make this general agreement work for the County. Ayes: Four (4). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer to approve Ms. Trudell to order Florence County Logo Polo's for employees to wear as another option for the office casual dress requirement. Ayes: Four (4). Nays: None (0). Motion carried.

David Gribble, Chief Deputy, gave an update on the Niagara Telephone Towers in the County. He said Sheriff Rickaby and himself with Mark Dodge, Cirrinity-Niagara Wireless, meet in October. Mr. Dodge confirmed that the Niagara Telephone sale will go through within the next two to four weeks and the new company will be shutting off the cellular portion of the towers at the end of the year. Mr. Dodge stated in a letter that within the agreement with the County, the County will be able to leave installed and maintain equipment on the existing Aurora- Skyline, Florence County Fairground, Keyes Lake, and Spread Eagle sites. Deputy Gribble also presented a letter of opinion from Steven Garbowicz, Corporation Council, on the Niagara Telephone Tower Agreement and Lease and he said the County cannot stop Niagara from selling but the new company will have to honor the agreement that remains in effect.

Next, Deputy Gribble said that they were recently contacted by Wisconsin Interoperable System for Communications (WISCOM) a shared system that first responders in communities across the state will use to communicate during a major disaster or large-scale incident. WISCOM would like to place some radio equipment on the Keyes Peak Tower for better communications to the north and this would allow the Sheriff's Department to use the State WISCOM System as their primary system which includes an upgrade from analog to digital. He said they have another meeting on this and will bring the Committee any new information.

Chairwoman Bomberg thanked Deputy Gribble for the update on the Towers.

Next on the Agenda, it was moved by Supervisor Johnson, seconded by Supervisor Theer to approve the conditional offers of employment for Part-time Deputy positions, candidates #1 and #2 and Part-time Correction/Jailer positions, candidates #1 and #2 and move ahead with physical, psychological, and drug testing. Ayes: Four (4). Nays: None (0). Motion carried.

The Sheriff's and Emergency Government's monthly reports were next on the Agenda.

Chief Deputy Gribble presented the monthly report. He informed the Committee the month of October had 104 Incident Complaint Reports, 12 Accident investigations, 1 Felony Arrests charged, 5 Misdemeanor Arrests charged, 26 Citations, and 58 actual 911 calls.

Moved by Supervisor Kelley, seconded by Supervisor Johnson to approve the Sheriff's and Emergency Government's monthly report, as presented. Ayes: Four (4). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Kelley to approve the Sheriff's and Emergency Government's monthly bills with the additional bills and recommend to Audit and Budget. Ayes: Four (4). Nays: None (0). Motion carried.

Next on the agenda, Committee concerns for future agenda items

Jessica McCoy, DA Secretary/Victim Witness Coordinator, informed the Committee that she attended a meeting in October, Out-of-town per the Personnel Policy to inform her immediate Home Committee.

There being no further business and on a motion made, seconded, and carried the meeting was adjourned.

Respectfully submitted,

Donna Trudell, County Clerk