

The Florence County Personnel and Law Enforcement Committee met at the Courthouse on October 3rd, 2019. The meeting was called to order by the Chair at 6:00 p.m. A quorum of committee members was present.
Committee Supervisors present: Bomberg, Johnson, Kelley, Steber and Theer.

Others present: Sheriff Dan Miller, Jail Administrator Roger Valine, Financial Manager Joe Bestor, Deputy Terry Peterson, Jail Corporal Don Hirn, Forestry Administrator Pat Smith and County Clerk/Administrative Coordinator Donna Trudell.

Agenda

Moved by Supervisor Johnson to approve the Agenda, as presented.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Minutes

Moved by Supervisor Kelley to approve the September 5th and September 10th minutes, as presented.

Motion Seconded by Supervisor Steber.

Motion carries, with all voting "Aye" on a voice vote.

Child Support Bills

Moved by Supervisor Johnson approval of Child Support bills and recommend to the Audit and Budget Committee.

Motion seconded by Supervisor Theer.

Motion carried, with all voting "Aye" on a voice vote.

Election Letter sent to Governor Evers

Trudell updated the Committee on a letter sent to Governor Evers asking to reconsider his executive order to have a December 30 Special Primary and a January 27 Special General Election for Congressional District 7. She said the executive order had already been canceled.

Deputy Coroner training

Moved by Supervisor Johnson approval for per diems for training.

Motion seconded by Supervisor Steber.

Motion carried, with all voting "Aye" on a voice vote.

Personnel Policy Manual Article XIV – Personal Days

Moved by Supervisor Theer approval to revise Personal Days Policy from days to hours effective January 1, 2020.

Motion seconded by Supervisor Steber

Motion carried, with all voting "Aye" on a voice vote.

Personnel Policy Manual Article X – Business Travel

Moved by Supervisor Kelley approval to add a policy saying no Out-of-State Travel without Personnel Committee approval effective immediately. Similar language currently exists in the Administrators Policy.

Motion seconded by Supervisor Johnson

Motion carried, with all voting "Aye" on a voice vote.

Personnel Policy Manual Article XV – Vacation

Moved by Supervisor Steber approval to add language to the Vacation Policy on how to administer additional Anniversary Date hours as recommended by the County Attorney effective January 1, 2020.

Motion seconded by Supervisor Steber

Motion carried, with all voting "Aye" on a voice vote.

Resignation

Moved by Supervisor Kelley approval to accept letter of resignation for the Assistant Forest Administrator as of September 15, 2019 with regret.

Motion seconded by Supervisor Theer

Motion carried, with all voting "Aye" on a voice vote.

Advertise and Interview

Moved by Supervisor Kelley approval to advertise and interview for Assistant Forest Administrator position for the Forestry Department.

Motion seconded by Supervisor Steber

Motion carried, with all voting "Aye" on a voice vote.

Advertise and Interview

Moved by Supervisor Kelley approval to advertise and interview for an LTE Ski Hill Laborer/Cook position at the Ski Hill.

Motion seconded by Supervisor Steber

Motion carried, with all voting "Aye" on a voice vote.

Comp Time

Pat Smith explained to the Committee the need for a larger carry over balance for the Ski Hill Staff during the months of December thru April.

Moved by Supervisor Kelley approval for Ski Hill staff to carry a balance of 40 hours of comp time from December thru April to avoid pay roll issues and then May thru November will remain at 15 hours of comp time.

Motion seconded by Supervisor Steber

Motion carried, with all voting "Aye" on a voice vote.

Jail Uniform Allowance

Sheriff Miller explained to the Committee the difficulty for the Clerks Office to keep track of the Corrections Officers clothing allowances from working with the several companies where the purchases are being made to collecting the receipts for reimbursement from the employees. He is asking for a one-time payout to each Correction Officer for uniforms each year and allow them to purchase everything on their own.

Moved by Supervisor Johnson approval for a 1-time payout for Dispatcher/Corrections Officer uniform allowance at the beginning of each year. This will be nontaxable for those employees producing a receipt.

Motion seconded by Supervisor Theer

Motion carried, with all voting "Aye" on a voice vote.

Sheriff and Emergency Management Monthly Reports

Miller presented the Sheriff's Department monthly report. He informed the Committee that the month of September recorded 353 calls for service, 13 arrests, 34 citations, 12 warnings, 78 traffic stops, 9 accidents and 96 calls received to 911 services. DMV Renewal Fees, Sheriff's Fee's, fines, project lifesaver, K9, Federal Park Patrol, Code Red totaling \$6,831.73 and K9 fund to date \$34,281.35. He also reported that Deputy McLain will be finished with field training in three weeks.

Chairwoman Bomberg thanked him for the update and report.

Sheriff and Emergency Government Bills

Moved by Supervisor Johnson approval of Sheriff and Emergency Government's monthly bills and recommend to the Audit and Budget Committee.

Motion seconded by Supervisor Theer.

Motion carried, with all voting "Aye" on a voice vote.

Closed Session

Moved by Supervisor Steber to adjourn to Closed Session Pursuant to the following:

- WI State Stat. §§ 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the meeting is to discuss employee payout of vacation benefit.
- WI State Stat. §§ 19.85(1)(c) (e). (c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. (e) Deliberation or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining requires a closed session. The purpose of the meeting is to strategize with insurance benefits.
- WI State Stat. §§ 19.85(1)(c) (e). (c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. (e) Deliberation or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining requires a closed session. The purpose of the meeting is to strategize with wage study.
- WI State Stat. §§ 19.85(1)(c) (e). (c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. (e) Deliberation or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining requires a closed session. The purpose of the meeting is to strategize with wage study.

Motion Seconded by Supervisor Johnson.

Motion carries, with all voting "Aye" on a voice vote.

Open Session

Moved by Supervisor Johnson to reconvene to Open Session to take action, if appropriate, on matters discussed in Closed Session.

Motion Seconded by Supervisor Steber.

Motion carries, with all voting "Aye" on a voice vote.

Moved by Supervisor Johnson to approve to pay the full 8 hours of earned vacation to employee.

Motion seconded by Supervisor Steber.

Motion carries, with all voting "Aye" on a voice vote.

Moved by Supervisor Johnson to approve 1 week of vacation after 6 months for new hires and all employees will be allowed but not to exceed a carryover of 50 hours of sick leave from year to year starting January 1, 2020 but not allowed to cash out. This language will be added to the Personnel Policy Manual.

Motion seconded by Supervisor Steber.

Motion carries, with all voting "Aye" on a voice vote.

Moved by Supervisor Johnson the approval to move forward with a resolution and implementation for the Wisconsin Retirement Income Continuance Insurance for employees. Once this program is fully researched with County Attorney it should be available for employees in February or March of 2020.

Motion seconded by Supervisor Steber.

Motion carries, with all voting "Aye" on a voice vote.

Adjourn

There being no further business.

Moved by Supervisor Johnson to adjourn the meeting.

Motion Seconded by Supervisor Steber.

Motion carries, with all voting "Aye" on a voice vote.

Meeting adjourned at 7:25p.m.

Respectfully submitted,
Donna Trudell, County Clerk