

Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING
MEETING MINUTES

Date: Wednesday, October 28, 2015 / Time: 10:30 a.m., Conference Room
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

Call to Order: The meeting was called to order at 10:32 a.m. by Ron Heuer.

Roll Call: Members present were Ron Heuer, Tom Romdenne, Lee Luft, Kaye Shillin, Larry Kirchman, John Pagel, Bob Weidner, Virginia Haske. Bruce Heidmann absent.

Others present: Pat Benes, Jeff Wisnicky, Scott Feldt, Steve Hanson, Rae Anne Beaudry, Ken Tebon

Approve October 28, 2015 Agenda: Motion by John Pagel, second by Virginia Haske to approve the October 28, 2015 agenda. Motion carried.

Approve October 15, 2015 Meeting Minutes: Motion by Virginia Haske, second by Bob Weidner to approve the October 15, 2015 meeting minutes. Motion carried.

Resolution/Request to State Concerning HWY 54 Construction to be Completed Prior to Farm Technology Days: Ron Heuer indicated he is in favor of the Board doing a resolution directed to DOT and sent to state representatives concerning HWY 54 construction to be completed prior to Farm Technology Days.

Motion by Lee Luft, second by Bob Weidner for Corporation Counsel, Jeff Wisnicky, to design a resolution concerning HWY 54 construction to be completed prior to Farm Technology Days. Motion carried.

Review of Conservation Specialist Position Description:

County Administrator, Scott Feldt handed out copies of the Conservation Specialist job description. The LWCD is short staffed to do what they need to do. This is a permanent position. No duties are overlapping DNR duties. Scott Feldt confirmed the wage is at \$21.36/hour.

Motion by Lee Luft, second by John Pagel to approve the position and the salary as stated, subject to approval of the budget by the County Board. Motion carried.

Review of Tourism Marketing/Public Communications Specialist Position Description:

Scott Feldt forwarded the committee a copy of the job description. Lee Luft had provided a list of possible changes or updates to the job description. There was discussion if this position would report to the County Administrator or to the Promotion and Recreation Director.

Motion by Bob Weidner, second by John Pagel to accept creation of this position with the salary recommended in the 2016 budget and consider this job description as a working document (not final) and bring the job description back at the next Personnel meeting for review and approval. Motion carried.

Review & Possible Action of County Vehicle Use Policy:

Motion by Bob Weidner, second by Larry Kirchman to table this agenda item until the next Personnel committee meeting. Motion carried.

Discussion & Approval: Alternate Health Insurance Plan for Employees Not Contributing to WRS: Scott Feldt indicated he was directed by the committee to come up with a health plan for those employees that don't contribute to WRS. Scott indicated a health plan design is not an item for negotiation. Rae Anne Beaudry from the Horton Group distributed and recommended an alternate health plan for individuals that don't contribute to WRS and to move forward for January 1, 2016.

Motion by Bob Weidner, second by Larry Kirchman to adopt the plan listed on the page that says "Rates Based on Law Enforcement Only" with implementation January 1, 2016. Motion carried.

Approval to Fill Position Vacancy: Deputy Sheriff – Patrol Division:

Scott Feldt indicated Sue Steiner resigned and Jamie Tlachac has been temporarily filling the position on patrol. We have posted the position internally and cannot fill the position until the Personnel Committee approves filling the position. Scott recommends that it is filled.

Motion by Lee Luft, second by Virginia Haske to approve to fill the vacant position in patrol, deputy sheriff. Motion carried.

Discussion & Approval: 1.5% Pay Supplement: The committee discussed if this should be a pay supplement or a pay raise increase. Discussion continued regarding lowering the percentage amount and if this increase was for both non reps and those represented. The committee discussed doing a wage study in the future.

Motion by Lee Luft, second by John Pagel to authorize up to a 1.5% pay supplement to be calculated off base salary to be paid out as determined (monthly/quarterly) in 2016 subject to further discussion with regard to the protected employees. Motion carried.

Discussion & Approval: Child Support Manager Salary Increase: Scott Feldt indicated Cindy Kudick is underpaid. Scott indicated he looked at Cindy Kudick from a work product and comparables. Scott recommended a permanent increase of \$1,500 effective January 1, 2016.

Motion by Tom Romdenne, second by Virginia Haske to approve the Child Support salary increase as presented in the 2016 budget. Motion carried.

Discussion of Letter to Landowners Regarding Land Use and Groundwater:

Ron Heuer indicated it had been proposed several times at the land and water committee that Kewaunee County do what Door County had done with landowners. Door County had taken the liberty of sending letters to all landowners that lease to farmers in the County that said a landowner may be at risk if they have someone leasing their land and that lessor causes some type of pollution event to contaminate that land or neighboring land. Both the Supreme Courts of Wisconsin and Washington had recently passed on ruling to that effect. Ron indicated we have no obligation to inform individual landowners what affects them in the law and that this would also set precedent for other committees. Ron submitted a legal opinion from Wisconsin

Counties Association that supported that it would not be a good idea to establish this sort of mailing.

Motion by Bob Weidner, second by John Pagel to table this indefinitely based on the recommendation of WCA. Motion carried, 2 voting no (Luft and Haske).

Other Matters Authorized by Law: None

Next Meeting: November 19, 2015 at 10:30 a.m.

Adjournment: Motion by John Pagel, second by Tom Romdenne to adjourn the meeting. Motion carried. Adjourned at 12:06 p.m.

Submitted by,
Peggy Jeanquart, Recording Secretary

A handwritten signature in blue ink that reads "Peggy Jeanquart". The signature is written in a cursive style with a large initial "P" and "J".

Kewaunee County
Personnel Advisory and Legislative Committee

October 15, 2015
Meeting Minutes

CALL TO ORDER

The meeting was called to order by Chair Heuer at 10:30 a.m.

ROLL CALL

Committee members Heuer, Weidner, Romdenne, Luft, Shillin, Kirchman, Pagel, Heidmann, and Haske were present. Corporation Counsel Wisnicky, and Administrator Feldt were also present.

APPROVE OCTOBER 15, 2015 AGENDA – Pagel moved, Luft seconded to approve agenda. Motion carried.

APPROVE SEPTEMBER 10, 2015 MINUTES – Heidmann moved, Kirchman seconded to approve the minutes. Motion carried.

CONSIDER MOTION TO CONVENE IN CLOSED SESSION PURSUANT S. 19.85(1)(E) TO DELIBERATE BARGAINING STRATEGY FOR IMPENDING UNION NEGOTIATIONS – Weidner moved, Heidmann seconded to go into closed session. Motion carried unanimously.

MOTION TO RETURN TO OPEN SESSION – Pagel moved, Luft seconded to return to open session. Motion carried.

CONSIDER MOTION TO CONVENE IN CLOSED SESSION PURSUANT S. 19.85(1)(C) & (F) TO CONSIDER SENSITIVE PERSONNEL MATTER: EMPLOYEE REQUEST TO EXTEND FMLA –, Heidmann moved, Kirchman seconded to go into closed session. Motion carried unanimously.

MOTION TO RETURN TO OPEN SESSION – Heidmann moved, Pagel seconded to return to open session. Motion carried.

DISCUSSION & POSSIBLE ACTION REGARDING POLICY CHANGES RELATING TO HEALTH PLAN DESIGN CHANGES - Feldt reviewed the health plan design changes that were approved by the Finance Committee. These changes should reduce the premium increase from 16% to under 10% (an approximate 7% reduction). Discussion took place regarding the implementation of a separate health plan for employees that do not contribute to the WI Retirement System (WRS). The Committee directed Administrator Feldt to research such plans and present the Committee options for an alternate health plan for employees that do not contribute to WRS.

OTHER MATTERS AS AUTHORIZED BY LAW – Feldt gave a short personnel report. Feldt updated the Committee on the recruitment of the Sheriff's assistant and the eligibility list for Radio Operator/Jailer position.

Feldt brought up the issue of vehicle use. Highway Commissioner Every has requested the ability to take a vehicle out of the county from December through March, similar to what was approved last year. Heuer and Kirchman raised the issue of a county employee use of a vehicle to travel from the Algoma shop to the main Highway shop. The Committee directed the Administrator to investigate the issue and report back to the Committee regarding both issues.

Heuer raised the issue of pursuing legislation to address the cost of reimbursing other counties for the use of their libraries by Kewaunee County residents. Heuer informed the Committee that he has had a conversation with former legislator Gary Bies and will continue to pursue the issue.

Heidmann informed the Committee that the Highway Committee will be discussing the possibility of instituting a wheel tax. The wheel tax would charge each vehicle \$20 and would be collected by the Dept of Transportation on the County's behalf. Kewaunee County has over 18,650 vehicle that qualify which would raise approximately \$373,000 that would be allocated to the Highway Department. This issue will be talked about at a future Highway Committee meeting.

NEXT MEETING – The next meeting date was scheduled for Wednesday, October 28 at 10:30 a.m.

ADJOURNMENT - Romdenne moved, Pagel seconded to adjourn. Motion carried. Meeting adjourned at 11:54 a.m.

Respectfully submitted,
Scott Feldt

A handwritten signature in black ink, appearing to read "Scott Feldt", written in a cursive style.