

**Meeting Minutes of
Lincoln County Personnel Committee
Tuesday, April 10, 2007 at 8:00 a.m.
Lower Level Conference Room-Health & Human Services Bldg.**

MEMBERS PRESENT: Daniel Caylor, Robert Lussow, Patricia Woller, and Greta Rusch

MEMBERS ABSENT: Frank Saal

VISITORS: John Mulder

OPEN MEETING

- 1. Call Meeting to Order:** Dan Caylor called the meeting to order at 8:05 a.m.
- 2. Approve Minutes of Previous Meetings:** Motion by Woller, second by Rusch to approve the minutes of the last meeting. All ayes, motion carried.
- 3. Personnel Policies-Recruitment-Official Newspaper:** For over 10 years, Lincoln County has placed employment ads in the Tomahawk Leader as the “official County newspaper” since it was the only newspaper in Lincoln County certified to publish legal ads. However, according to the state there are now two newspapers in Lincoln County that are certified to publish legal ads and the Finance Committee is forwarding a resolution to the County Board to publish the legal ads in both the Tomahawk Leader and the Merrill Courier. The County is prohibited to having more than one “official newspaper.”

The Administration Department has never limited its recruitment effort to just the Tomahawk Leader and is not bound by the statute to advertise for employment in the same manner as other statutorily required legal ads.

The proposed revision to the Personnel policy would remove reference to the “official newspaper” and give the Administrative Coordinator the flexibility to advertise in a way which is cost effective and likely to yield the necessary qualified applicants.

ORDINANCE:

Motion by Lussow, second by Rusch to approve the recommended policy change and forward an ordinance to the County Board. All ayes, Patsy Woller abstained, motion carried.

- 4. Compensation-Maintenance Director-Building Project:** The Building Committee has approved providing an additional \$250 per week for the duration of the building project to the Maintenance Director for the responsibility of being the primary contact person for the County during the building project.

The annual fiscal impact would be:

Wages:	\$13,000
Fringes:	<u>\$ 3,038</u>
Total:	\$16,038

In the past, approvals for extra compensation have been made by the Personnel Committee without further action by the County Board. Motion by Rusch, second by Woller to approve additional compensation of \$250.00 per week to the Maintenance Director for the duration of the building project effective March 26, 2007. All ayes, motion carried.

- 5. Administrative Coordinator’s Report-Q and A on written report:** John Mulder presented his written report. Motion by Woller, second by Caylor to place the report on file. All ayes, motion carried.

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6. Set next meeting date(s); Adjourn: The Committee confirmed the next meeting date for May 8, 2007 at 8:00 a.m. and set the June meeting date for June 6, 2007 at 8:00 a.m. The meeting will be held in the Lower Level Conference Room at that Human Services Building. Motion by Lussow, second by Caylor to adjourn. All ayes, motion carried. The meeting adjourned at approximately 8:20 a.m.

Minutes prepared by John Mulder