

**Meeting Minutes of
Lincoln County Personnel Committee
Tuesday, October 7, 2008 at 8:00 a.m.
Lincoln County Service Center Room 248**

MEMBERS PRESENT: Daniel Caylor, Patricia Woller, Greta Rusch, and Frank Saal

MEMBERS ABSENT: Carl Short

VISITORS: John Mulder, Becky Byer, Randy Scholz, Don Dunphy, and Jay Tlusty

OPEN MEETING

1. **Call Meeting to Order:** Dan Caylor called the meeting to order at 8:00a.m.
2. **Approve Minutes of Previous Meeting:** Motion by Woller, second by Rusch to approve the minutes of the last meeting with the correction that Frank Saal requested that the U.W. Extension Support Staffing levels be reviewed in 6 months. All ayes, motion carried.
3. **Leave of Absences Requests:** There are two leave of absence requests. The first is in the form of an e-mail for Warren in the Zoning Department. Given the short notice and the fact that it was only for two days John Mulder granted the request.

The second request is in the form of a letter for Dirk Heidemann in the Highway Department. This request will begin after the first of the year and will be for approximately 70 hours in January through March 2009. This request has the support of Randy Scholz, the Highway Commissioner. Motion by Saal, second by Woller to affirm the approval of the leave of absence of 2 days of Warren Hohn and approve the leave of absence for Dirk Heidemann. All ayes, motion carried.

4. **New Position Requests**

- a. **Sheriff Dept-Corrections:** John Mulder explained that this request was for 4 additional positions to staff the new jail. Four positions were added in 2008 and with these 4 positions there should be adequate staff for the new jail. Sheriff Jaeger stated they would hire these 4 positions during the 1st quarter of 2009. Frank Saal questioned the impact on the 2010 budget. John Mulder stated that it could impact services in other areas. Sheriff Jaeger stated that the new jail would eliminate outside housing and there may be potential to rent jail space out to other counties.

RESOLUTION:

Motion by Woller, second by Rusch to approve the four new positions. All ayes, motion carried.

- b. **Sheriff Dept.-911 Telecommunicators:** The original request was for 2 additional positions. John Mulder indicated that was recommending denial of the request. Sheriff Jaeger had e-mailed John Mulder saying that he was withdrawing the request.
- c. **Courts-Collections Specialist/Business Manager:** During the discussion for the 2008 budget, the Clerk of Courts and the Register in Probate requested a collections specialist. At that time the position was not approved. They again made a request for a position dedicated to collections. Finance Director, Dan Leydet and John Mulder met on a couple of occasions with the Clerk of Courts and Register in Probate to discuss the position. It is recommended that their request be modified and approved. This position would be split between the Courts (Clerk of Courts and Register in Probate) and the Sheriff's Department. This would be a professional position with reporting responsibilities to the Finance Director but day to day reporting to the Clerk of Courts/Register in Probate. This person would be responsible for improving the collection of

unpaid obligations for the courts and the Sheriff's Department. This position would also serve as the business manager for the Sheriff's department overseeing the accounting work in that area. Given the level of uncollected revenues in both the Clerk of Courts and Sheriff's department, this position can pay for itself. No additional tax levy is proposed to fund this position. The Committee discussed a possible sunset on this position.

RESOLUTION:

Motion by Woller, second by Rusch to approve the position with a review after 2 years in 2010. All ayes, motion carried.

d. District Attorney-Clerical Staff: The District Attorney requested 2.5 clerical positions. John Mulder recommended denial of the requests because of budgeting concerns. Don Dunphy explained his request. Judge Hartley and Judge Tlusty spoke in favor of the request. Motion by Woller, second by Rusch to approve one full time position. Ayes: Woller and Rusch. Naves: Caylor and Saal. The motion failed on a tie vote.

5. **Administrative Coordinator's Report-Q and A on written report:** John presented his report. The report was placed on file.

CLOSED SESSION

6. Convene into Closed Session pursuant to Sec. 19.85(1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
- a. Potential Unit Clarification Petitions

Motion by Saal, second by Woller to convene into closed session pursuant to Sec.19.85(1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. John Mulder would be present. All ayes, motion carried.

Motion by Woller, second by Rusch to re-convene into open session. All ayes, motion carried.

OPEN SESSION

7. **Take any necessary action on Items Discussed in Closed Session:** No action was taken.
8. **Set next meeting date(s); Adjourn:** The Committee set the next two meetings for November 11, 2008, and December 2 at 8:00 a.m. The meetings will be held in the Lincoln County Service Center Room 248. Motion by Woller, second by Rusch to adjourn. All ayes, motion carried. The meeting adjourned at 9:00a.m.

Minutes prepared by John Mulder