

**PERSONNEL AND LABOR RELATIONS COMMITTEE**

**February 23, 2022**

**County Boardroom, Green County Courthouse**

**7:00 PM**

**Members Present**

Art Carter  
Jerry Guth  
Herb Hanson  
Erica Roth  
Harvey Mandel  
Kristi Leonard

**Others Present**

Delores Merrick  
Brian Bucholtz  
Andrea Sweeney  
Kim Wilhite  
RoAnn Warden  
Steve Stettler  
Richard Vogel

- 
1. The meeting was called to order by the Chair Art Carter at 7:00 p.m.
  2. Motion by Roth, seconded by Hanson to approve the minutes of the January 26, 2022, meeting. Motion carried on a voice vote.
  3. Kim stated she was being fiscally responsible when she vacated her Full-Time Child Support Case Manager I position and opted for a Part-Time Receptionist position in 2020. However, now that the work load has increased and in April the KIDS program will need to interface with CCAP and a designated gatekeeper will be needed, the department needs the Full-Time Case Manager I position again. The worst case scenario that this position will have on the tax levy is \$23,000. Kim explained that the Child Support Office is reimbursed from the state based on performance standards. If they meet 80% of the performance standards, then they receive 100% of the funding. In 2021, they were able to only meet the goals for 4 months. The new position will help them meet their goals and be able to draw down more money. Hanson moved and Roth seconded the approval of the job description as modified (Eliminating the first sentence under Mathematical Skills). Motion carried on a voice vote. Mandel moved and Leonard seconded the reinstating of the Child Support Case Manager I position and the elimination of the Part-Time Receptionist position. Motion carried on a voice vote.
  4. Motion by Mandel, seconded by Guth to move Landfill Fiscal Clerk II, Mariah Nimtz to Office Manager, Pay Group 9, Grade 17, Step 3, effective January 1, 2022. Motion carried on a voice vote.  
Richard Vogel and Steve Stettler presented a request to move the current Solid Waste Manager position on the wage scale from Grade 16 to Grade 20 due to his longevity, all of the duties he performs and how he goes above and beyond. After much discussion, including detailing all of the duties performed by Randy, his skills, where he should be placed on the Department Head scale in comparison to other Department Heads, there was a motion by Mandel, seconded by Leonard to move the Randy Thompson, Solid Waste Manager to Grade 18, Step 8, effective January 1, 2022. The motion also included the approval of his updated job description as amended with the removal of the first sentence under Mathematical Skills and also for the Landfill Committee to look at the possibility of offering Randy a bonus or

stipend at the end of the year because he performs over and above what he is required to do. Motion carried on a voice vote.

5. Closed session not used.
6. Closed session not used.
7. Closed session not used.
8. Motion by Hanson, seconded by Roth to approve the updated Health Technician Job Description as corrected and modified. Motion carried on a voice vote.
9. Item not held in closed session. The Health Technician position was created in 1998, but has not been filled for the last 8-10 years. In reality the current secretary has been filling this position. The impact on the tax levy will be approximately \$7,500, which includes pay and fringe benefits. RoAnn requested placement at Step 7 due to the employee's translation abilities that are used daily and the cost savings this allows. Motion by Roth, seconded by Mandel to promote Public Health Secretary to Public Health Technician, Payroll Group 9, Grade 9, Step 10. Motion carried on a voice vote. The Public health Secretary position will remain available for the department to fill if needed in the future.
10. Closed session not used
11. Closed session not used.
12. Salaries for three elected officials, that would go into effect in 2023 were presented. Clerk of Court: \$75,555.10, moving to 40 hours per week; Sheriff: \$91,228.80; Coroner: \$44,593.63, with no change in hours. Motion by Guth, seconded by Mandel to approve the salaries as presented with the stipulation that the positions receive the same year to year COLA increases as received by other Green County Department Heads. Motion carried on a voice vote.
13. Overtime usage was distributed, and Andrea stated that the usage may be a little lower than last year at this time.
14. No travel requests.
15. Exit Reviews were presented. Nothing remarkable noted.
16. No bills were presented.
17. Motion by Mandel, seconded by Leonard to adjourn. Motion carried on a voice vote.