

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sherry Oja, Finance Director
INITIATED BY



Sherry Oja, Finance Director
DRAFTED BY

Finance Committee
SUBMITTED BY

September 8, 2015
DATE DRAFTED

**DELETE THE 1.0 FTE SENIOR BUYER POSITION AND CREATE A 1.0 FTE
PURCHASING SPECIALIST POSITION**

- 1 **WHEREAS**, the Finance Department requests that the County Board delete the Senior Buyer position
- 2 and create a Purchasing Specialist position; and,
- 3
- 4 **WHEREAS**, the Finance Department has a vacancy in the Senior Buyer position created by the
- 5 retirement of the incumbent; and,
- 6
- 7 **WHEREAS**, after reviewing and reorganizing the duties and responsibilities of the Purchasing unit, it
- 8 was determined a Purchasing Specialist would meet the Department's needs; and,
- 9
- 10 **WHEREAS**, the Senior Buyer position is in Unilateral Pay Range 15 and the Purchasing Specialist
- 11 position will be in Unilateral Pay Range 8, therefore having a positive fiscal impact for the County;
- 12 and,
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 15 assembled this 24th day of September, 2015, does hereby delete the 1.0 FTE Senior Buyer
- 16 position and create a 1.0 FTE Purchasing Specialist position.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Sandra Kraft
Sandra Kraft, Vice Chair

Mary Beaver
Mary Beaver

Brent Fox
Brent Fox

J. Russell Podzilni
J. Russell Podzilni

COUNTY BOARD STAFF COMMITTEE

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Terry Thomas

15-9B-383

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12.E.(2)

FISCAL NOTE:

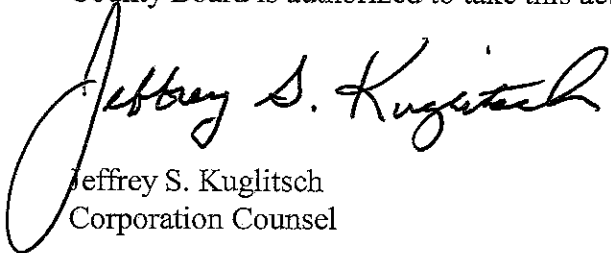
This resolution deletes a 1.0 FTE Senior Buyer position and creates a 1.0 FTE Purchasing Specialist position at a lower pay range.



Sherry Oja
Finance Director

LEGAL NOTE:

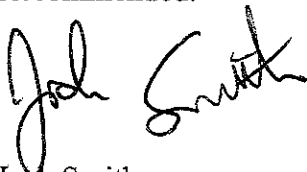
County Board is authorized to take this action pursuant to sec. 59.22(2), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

EXECUTIVE SUMMARY

The Finance Department has a 1.0 FTE Senior Buyer position vacated by a retiring incumbent and is requesting to delete this Senior Buyer position and create a 1.0 FTE Purchasing Specialist position. After reviewing the duties and responsibilities of the Purchasing Unit, it was determined that if we reorganize and shift responsibilities among staff, then a Purchasing Specialist position would meet our needs.

The Senior Buyer position is in Unilateral Pay Range 15 and the Purchasing Specialist position will be located in Unilateral Pay Range 8, therefore these changes will have a positive fiscal impact for the County.