



**COUNTY BOARD STAFF COMMITTEE**  
**Minutes – January 9, 2020**

**Call to Order.** Chair Podzilni called the meeting of the County Board Staff Committee to order at 5:30 P.M. in the Jury Deliberation Room on the fourth floor of the Rock County Courthouse-East.

**Committee Members Present:** Supervisors Podzilni, Mawhinney, Brill, Bussie, Peer, Sweeney, Thomas, Yeomans and Bostwick (at 5:53 P.M.).

**Committee Members Excused:** None.

**Staff Members Present:** Josh Smith, County Administrator; Randy Terronez, Assistant to County Administrator; Sherry Oja, Finance Director; Bridget Laurent, Deputy Corporation Counsel; Amy Spoden, Assistant Human Resources Director; Sheriff Knudson; and Lisa Tollefson, County Clerk.

**Others Present:** Supervisors Richard, Beaver, Fox and Brien.

**Approval of Agenda.** Supervisor Sweeney moved approval of the agenda as presented, second by Supervisor Peer. ADOPTED.

**Citizen Participation, Communications and Announcements.** Supervisor Bussie informed the Committee that she will not be running for County Board Supervisor this year. Chair Podzilni told her she will be missed.

**Transfers.** None.

**Resolutions.**

**Authorizing Double Fill of Financial Office Manager Position**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2019, does hereby authorize the temporary double fill of the Financial Office Manager position.”

Supervisor Bussie moved approval of the above resolution, second by Supervisor Beaver.

Ms. Spoden explained the current Financial Office Manager is retiring May 1st and the Sheriff's Office wants the opportunity for the replacement to have training. Supervisor Yeomans expressed concern over how the Sheriff's Office would pay for a 3 month overlap. Mr. Smith said the funding mechanism is vacancies in the Sheriff's Office staff, so we are not doing a transfer at this time. The department traditionally has not had available funding in non-personnel lines. A transfer from the General Fund may need to be done toward year

end if cost savings from vacancies do not occur. However, the County Board may choose to amend the resolution to do a transfer from the General Fund now.

Supervisor Yeomans asked who the position reports to and whether there are written procedures for the position. Sherriff Knudson responded that the position reports to Captain Fell and he believes there are written procedures.

ADOPTED on the following vote: YES – Supervisors Podzilni, Mawhinney, Brill, Bussie, Peer, Sweeney, Thomas; NO – Supervisor Yeomans; ABSENT – Supervisor Bostwick.

**To Ratify the 2020 Labor Agreement between Rock County and the Correctional Officers in the Sheriff's Office**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2020 does hereby ratify the terms and conditions of the 2020 labor agreement between Rock County and the Correctional Officer's Association.”

Supervisor Sweeney moved approval of the above resolution, second by Supervisor Brill.

Ms. Spoden explained the representatives from Human Resources and Corporation Counsel met with association members and came to the agreement of an overall package of a 3% increase. The package includes raising the starting wage for Correctional Officers to \$20 and some increases to longevity steps. Only minimal contract changes were made.

ADOPTED.

**To Ratify the 2020 Labor Agreement between Rock County and Deputy Sheriff's Supervisors Association**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2020 does hereby ratify the terms and conditions of the 2020 labor agreement between Rock County and the Deputy Sheriff's Supervisors Association.”

Supervisor Bussie moved approval of the above resolution, second by Supervisor Thomas.

Ms. Spoden said the Deputy Sheriff's Supervisors package was for an overall 3% with minimal contract changes.

ADOPTED.

**Reallocating the Rock County Sheriff's Office Command Staff**

**“NOW, THEREFORE, BE IT RESOLVED,** by the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2020, increase the pay range for the Captain, Unilateral Range 30A to 31, Commander, Unilateral Range 32A to 33, and Chief Deputy, Unilateral Range 34A to 35.”

Supervisor Beaver moved approval of the above resolution, second by Supervisor Thomas.

Ms. Spoden said due to the increases in the Deputy Sheriff’s Association and Deputy Sheriff’s Supervisor contracts, there are compression issues affecting the command staff. These reallocations will help with the compression.

ADOPTED.

**Approving the 2020 Base Wage Rates for All Employees except Represented Law Enforcement Employees, and Amending the Personnel Policy Wage Appendixes**

**“NOW, THEREFORE, BE IT RESOLVED,** that the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2020 does hereby approve the County’s 2020 Pay Plans by increasing each step by 3.00% effective January 1, 2020.”

Supervisor Peer moved approval of the above resolution, second by Supervisor Brill.  
ADOPTED.

Supervisor Bostwick arrived at 5:53 P.M.

Mr. Smith left at 5:55 P.M.

**Setting the 2020 Salary of the County Administrator**

**“NOW, THEREFORE, BE IT RESOLVED,** that the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2020 does hereby authorize that the County Administrator’s salary be adjusted by 3.00% effective 1-1-20.

**BE IT FURTHER RESOLVED,** that the health insurance plan granted other Unilateral employees be continued.

**BE IT FURTHER RESOLVED,** that the dental plan available to Unilateral employees be continued.

**BE IT FURTHER RESOLVED,** that the current car allowance of \$6,000 annually be continued and the current expense allowance of \$2,000 annually be continued.

**BE IT FURTHER RESOLVED,** that the County continues to contribute annually to a deferred compensation program and the contribution in 2020 increases from \$6,000 to \$6,500.”

Supervisor Sweeney moved approval of the above resolution, second by Supervisor Mawhinney. ADOPTED.

**Adjournment.** Supervisor Sweeney moved adjournment at 5:56 P.M., second by Supervisor Bostwick. ADOPTED.

Respectfully submitted,

Sherry Oja  
Finance Director

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**