

**COUNTY BOARD STAFF COMMITTEE**  
**Minutes – January 12, 2016**

**Call to Order.** Chair Podzilni called the meeting of the County Board Staff Committee to order at 4:00 P.M. in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

**Committee Members Present:** Supervisors Podzilni, Kraft, Brill, Bussie, Mawhinney, Peer (4:04 P.M.), Sweeney and Thomas.

**Committee Members Absent:** Supervisor Arnold.

**Staff Members Present:** Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Annette Mikula, Human Resources Director; Jeff Kuglitsch, Corporation Counsel; Charmian Klyve, Human Services Director; Kate Flanagan, Human Services - Mental Health/AODA Division Manager; Ben Coopman, Public Works Director; Lance Horozewski, Human Services - Children Youth & Families Division Manager.

**Others Present:** Cathy Idzerda, Janesville Gazette.

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

**Citizen Participation, Communications and Announcements.** Supervisor Kraft handed out copies of the invitation to the annual Martin Luther King Jr. Commemoration being held January 16, 2016 at Blackhawk Technical College from 3-5 P.M.

Supervisor Bussie said the state highway conference is being held the next week and they will be addressing a number of items such as a possible 0.5% local sales tax to fund county highway projects, and the local road improvement program. She said she will keep updates coming back to this Committee and the County Administrator. Chair Podzilni added that we will need to take this to a referendum if we want it.

Supervisor Brill said he has had complaints that some rural residents are plowing out into the roads. Mr. Coopman said this has been getting steadily worse and they have tried to address it.

**Approval of Minutes – December 8, 2015.** Supervisor Peer moved approval of the minutes of December 8, 2015 as presented, second by Supervisor Kraft. ADOPTED.

**Bills/Encumbrances - 2015**

County Board	\$	1,394.64
Human Resources		6,082.08
Corporation Counsel		1,183.50
Human Resources		126.00
Employee Recognition		458.33

**Bills/Encumbrances - 2016**

County Administrator	\$	185.00
County Board		2,720.00
County Administrator		1,916.24
County Board		25,325.13
Human Resources		200.00

**Transfers.** None.

**Pre-Approved Encumbrances.**

**County Board**

JP Morgan Chase NA	\$	262.00
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**County Administrator**

JP Morgan Chase NA	\$	800.00
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Supervisor Mawhinney moved approval of the above Bills and Encumbrances, Transfers and Appropriations, and Pre-Approved Encumbrances for the County Board Staff Committee, second by Supervisor Kraft. ADOPTED.

**Resolutions.**

**Merit Pay for Non-Represented Employees**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors that it hereby directs the Rock County Administrator and the Rock County Human Resources Director to conduct a merit pay study and develop a merit pay proposal for Rock County’s non-represented employees and to present such a proposal to the appropriate committees and to the Rock County Board in the third and fourth quarters of 2016.”

Chair Podzilni said this resolution was initiated by Supervisor Rick Richard and he is not able to be at today’s meeting.

Supervisor Peer moved to put the above resolution on the table for discussion, second by Supervisor Bussie.

The Committee discussed the following: feel this would be hard to implement; need to stay within the budget; all employees should be treated the same; the way things are now seems to be the fairest way to handle pay; where would the funds to do this come from; what would we do to create measurable goals; and how would evaluations be done consistently.

Supervisor Mawhinney moved to postpone this above resolution until Supervisor Richard is present so the Committee could hear his thoughts, second by Supervisor Sweeney. POSTPONED until Supervisor Richard is able to attend.

**To Create the Position of Community Health Education Coordinator, Create a Class Description, Establish a Pay Range, and Amend the 2016 Budget**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this \_\_\_\_ day of \_\_\_\_\_, 2016 hereby approves the deletion of 1.0 FTE Public Health Nurse, create the position of a 1.0 Community Health Education Coordinator (Unilateral C), create the class description and establish Pay Range 22 (\$55,770.48-\$67,839.12) effective January 1, 2016.”

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

Mr. Smith explained this was not done at budget time because Ms. Sandoval did not have all the information at that time to implement it.

Supervisor Kraft said the Board of Health passed the resolution unanimously at their meeting.

Supervisor Peer said the other nurses are very positive about this position.

The Committee discussed the new position, how to get word out about the position, areas that would benefit from the position, how workloads would need to be readjusted, and that this would be a trial position to be looked at and re-evaluated in a year or two.

ADOPTED.

**Authorizing Overlap of Accounting Supervisor Position for Department of Public Works, Highway Division**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2016 does hereby authorize temporarily overlapping the Public Works Department Accounting Supervisor position, not to exceed eight weeks.”

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

**Creating Two Master Level Social Worker Positions and Amending the 2016 Budget**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2016 does hereby

approve the creation of 2.0 FTE Master Level Social Worker positions and authorizes the Human Services Department to fill those positions; and

**BE IT FURTHER RESOLVED**, that the 2016 Budget be amended as follows:

...”

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

**Authorizing Five Month Overlap of One CPS Case Manager Position**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2016 does hereby authorize the temporary overlap of one Child Protective Services Case Manager position, not to exceed five months.”

Supervisor Mawhinney said on line 8 the word “cases” should be deleted and in the second paragraph of the Executive Summary, first line, the word “with” should be “will”.

Supervisor Thomas moved approval of the above resolution with these changes, second by Supervisor Mawhinney. ADOPTED.

**Approval of 2016 Wisconsin Counties Association Dues.** Chair Podzilni said there has not been changes in this amount for the past several years.

Supervisor Bussie moved approval of the payment of the 2016 Wisconsin Counties Association dues, second by Supervisor Brill. ADOPTED.

**Discussion and Possible Action on Cell Tower at the W. Court Street Tower.**

Mr. Terronez informed the Committee that AT&T is proposing to extend the lease twenty years (to 2046) and a fixed increase from 1.25% to 1.3%.

The Committee discussed the proposal.

Supervisor Kraft moved a counter-proposal of a ten year extension at CPI or 1.6%, whichever is higher, second by Supervisor Sweeney. ADOPTED.

**Semi-Annual Training and Conference Reports.** The Committee accepted the reports.

**Claim.** Mr. Kuglitsch went over the claim and explained the vehicle Mr. Conner purchased was obtained through fraudulent conditions. He said WMMIC has reviewed the claims and recommend denial.

Supervisor Sweeney moved to deny the claims, second by Supervisor Mawhinney.  
ADOPTED.

**Resolution: Setting the 2016 Salary of the County Administrator.**

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

**Adjournment.** Supervisor Bussie moved adjournment at 5:12 P.M., second by Supervisor Thomas. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**