

**COUNTY BOARD STAFF COMMITTEE**  
**Minutes – February 25, 2014**

**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, Arnold, Brill, Bussie, Jensen, Kraft Mawhinney, Peer and Yankee.

**Committee Members Absent:** None.

**Staff Members Present:** Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jeff Kuglitsch, Corporation Counsel; Dave O’Connell, Human Resources Director; Charmian Klyve, Human Services Director; Phil Boutwell, Human Services Deputy Director; Kate Flanagan, Human Services, Mental Health/AODA Division Manager .

**Others Present:** None.

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

**Approval of Minutes.** Supervisor Jensen said there was a correction to the third paragraph under Citizen Participation to read “... Rock County should support even though by the time we are able...” Supervisor Jensen moved approval of the minutes of February 11, 2014 with this change, second by Supervisor Peer. ADOPTED.

**Citizen Participation, Communications and Announcements.** Chair Podzilni reminded the members of the County Board picture on March 13<sup>th</sup>, there were three quotes and the low quote was to Peer Canvas.

**Bills/Encumbrances**

County Administrator	\$ 50.00
Corporation Counsel	1,373.66
Human Resources	7,567.85
Employee Recognition	17.62

**Transfer** None.

**Pre-Approved Encumbrances** None.

Supervisor Mawhinney moved approval of the above Bills and Encumbrances, Transfers and Pre-Approved Encumbrance Amendment for the County Board Staff Committee, second by Supervisor Kraft. ADOPTED.

**Resolutions.**

**Creation of New Nonpartisan Procedures for Legislative and Congressional Redistricting Support**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors, duly assembled this 27th day of February, recommends the creation of a nonpartisan procedure for the preparation of state legislative and congressional redistricting plans.

**BE IT FURTHER RESOLVED** that this process promotes more accountability and transparency and prohibits the consideration of voting patterns, party information, and incumbents’ residence information or demographic information in drawing the maps, except as necessary to insure minority participation as required by the U.S. Constitution.

**BE IT FURTHER RESOLVED** that the County Clerk is directed to send a copy of this resolution to the Governor of the State of Wisconsin, the Wisconsin Counties Association, the Wisconsin Towns Association, the Wisconsin League of Municipalities, all members of the state legislature, and to each Wisconsin County.”

Supervisor Jensen moved approval of the above resolution, second by Chair Podzilni.  
ADOPTED.

**Creating One Bachelor Level Case Manager I/II/Social Worker Bachelor Social Worker/Case Manager I/II Position**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2014 does hereby approve the creation of the grant-funded 1.0 FTE Bachelor Level Case Manager I/II/Social Worker / Case Manager I/II position and authorizes the Human Services Department to fill this position.”

Supervisor Jensen said the name of resolution and in the body of the resolution differed and suggested they all be made to read the same. Supervisor Kraft moved approval of the above resolution contingent on Human Services Board approval, second by Supervisor Mawhinney.  
ADOPTED.

**Amending and Approving the 2014 Base Wage Rates for Employees Covered by the Unilateral Pay Plan**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this \_\_\_\_ day of \_\_\_\_\_, 2014 does hereby approve the County’s 2014 Unilateral Pay Plan including Grid-A by increasing each step by 1.5% effective January 1, 2014; and,

**BE IT FURTHER RESOLVED**, that the County continue to provide the current health insurance plan for employees covered by the Unilateral Pay Plan; and,

**BE IT FURTHER RESOLVED**, that the County will provide dental insurance coverage for employees covered by the Unilateral Pay Plan and pay 60% of the lowest coverage dental insurance premium; and,

**BE IT FURTHER RESOLVED**, that all provisions of this resolution are for employees of record as of the date of approval by the County Board; and,

**BE IT FURTHER RESOLVED**, that those employees who are excluded from the collective bargaining units solely on the basis of their confidential assignments shall receive a salary rate of no less than that which they would have received had their positions been included in the bargaining units.”

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

**Setting the 2014 Salary of the County Administrator**

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled this \_\_\_\_ day of \_\_\_\_\_, 2014 does hereby authorize that the County Administrator’s salary be adjusted by 1.5% effective 1-1-14.

**BE IT FURTHER RESOLVED**, that the health insurance plan for 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 2014 be \$15,285.”

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

**Recognizing Roger Goodger**

“**NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors at its regular meeting this \_\_\_\_ day of \_\_\_\_\_, 2014, that a sincere expression of recognition be given to Roger Goodger for his sixteen years and one month of service and best wishes for the future; and,

**BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy of this resolution to Mr. Goodger.”

Supervisor Brill moved approval of the above resolutions, second by Supervisor Bussie. ADOPTED.

**Discussion and Possible Action on Amending Administrative Policy 5.31 Overtime, Flex and After Hours Payments.** Mr. O'Connell, Ms. Klyve and Ms. Flanagan went over the amendment to the policy to add the following sentence to (G) "Beginning March 3, 2014 and ending May 19, 2014 the three Program Managers in the Mental Health/AODA Services Division shall also be eligible for these payments."

Discussion on the usage of overtime for the ACA.

Supervisor Brill moved to amend Administrative Policy 5.31 Overtime, Flex and After Hours Payments, second by Supervisor Arnold. ADOPTED.

**Claim.** Mr. Kuglitsch said this claim was filed by Mr. John Crull, a landlord, for repair of damage caused by criminal investigation conducted by the Sheriff's Office. He explained that WMMIC denied the claim as this was court ordered.

Supervisor Mawhinney moved denial of the claim by Mr. Crull, second by Supervisor Arnold. DENIED.

**Adjournment.** Supervisor Arnold moved adjournment at 4:35 P.M., second by Supervisor Peer. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**