



RECLASSIFICATION OF HEALTH AND HUMAN SERVICES CLERK II TO CLERK III

RUSK COUNTY

TO THE RUSK COUNTY BOARD OF SUPERVISORS

ROLL CALL Board Members	AYE (Yes)	NAY (No)	Abstain / Excused
1. TERRY DUSELL	✓		
2. JERRY BILLER	✓		
3. VACANT			
4. TONY HAUSER	✓		
5. TERRY WEDWICK	✓		
6. ROBERT STOUT	✓		
7. RANDY TATUR	✓		
8. TOM CUDO	✓		
9. PHIL UNTERSCHUETZ		✓	
10. JON UNTERSCHUETZ	✓		
11. PHIL SCHNEIDER	✓		
12. JIM MEYER	✓		
13. MARK SCHMITT			✓
14. JOHN KALEPP	✓		
15. TOM HANSON	✓		
16. LOIS GOODE	✓		
17. DAVE WILLINGHAM	✓		
18. MICHAEL HRABAN	✓		
19. DAN GUDIS	✓		
TOTAL	16	1	1

1 **WHEREAS**, the Clerk II in the Health and Human Services (HHS) Department
2 has taken on additional duties to include Wisconsin Home Energy Assistance
3 Program (WHEAP) administration and assistance to the Veterans Service Office;
4 and,
5
6 **WHEREAS**, with the additional duties being added to this position, this position
7 should be reclassified as a Clerk III position instead of a Clerk II position; and,
8
9 **WHEREAS**, the Personnel Committee and Finance Committee have both
10 reviewed the job duties and recommend a reclassification of the HHS Clerk II to
11 a HHS Clerk III.
12
13 **NOW, THEREFORE, BE IT RESOLVED**, that the Rusk County Board of
14 Supervisors does hereby approve the reclassification of the HHS Clerk II to a
15 HHS Clerk III; and,
16
17 **BE IT FURTHER RESOLVED**, that the position will be placed on Grade 8 at
18 Step 2 on the Carlson Dettmann wage scale at a pay rate of \$21.36/hr with an
19 effective date of January 1, 2024.
20

BOARD ACTION

Vote Required: Majority Vote of a Quorum

Motion to Approve Adopted

1st Schneider Defeated

2nd Hraban

No: 1 Yes: 16 Exc: 1

Reviewed by: _____, Corp. Counsel

Reviewed by: Jim Schille, Finance Director

FISCAL IMPACT: (Note if there is any fiscal impact or not)
approx. \$4,610.18 annually

Certification:

I, Connie Meyer, Clerk of Rusk County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 23 day of January, 2024 by the Rusk County Board of Supervisors.

Connie Meyer
Connie Meyer
County Clerk, Rusk County

SUBMITTED BY:

Rusk County Finance Committee

Randy Tatur
Randy Tatur, Chairman

Phil Unterschuetz
Phil Unterschuetz

Tony Hauser
Tony Hauser, Vice Chairman

John Kalepp
John Kalepp

Jim Meyer
Jim Meyer