



AUTHORIZING THE CREATION OF A HUMAN RESOURCES PROFESSIONAL

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. ALAN RATHSACK	✓		
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. SHANE SANDERSON	✓		
TOTAL	17	2	0

BOARD ACTION

Vote Required: Majority Vote of a Quorum

Motion to Approve Adopted

1st Meyer Defeated

2nd Schneider

No: 2 Yes: 17 Exc: 0

Reviewed by: _____, Corp. Counsel

Reviewed by: Brittany Winters Finance Director

FISCAL IMPACT: (Note if there is any fiscal impact or not)

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 15 day of June, 2022 by the Rusk County Board of Supervisors.

Connie Meyer
Connie Meyer
County Clerk, Rusk County

1 **WHEREAS**, in January 2017 the Rusk County Board, did approve the creation of a Rusk
2 County Administrative Coordinator - Resolution #17-9; and
3
4 **WHEREAS**, the Administrative Coordinator assumed the Human Resource related
5 duties; and
6
7 **WHEREAS**, this new position is needed to address the excessive workload on the
8 Administrative Coordinator, who currently serves as the Human Resources person along
9 with many other duties; and
10
11 **WHEREAS**, as the result of an open position, an assessment and analysis of the of the
12 current staffing was done by the Personnel Committee, has determined and believes that
13 assistance with activities primarily related to Human Resource functions including, but
14 not limited to, recruitment, maintenance of employment records, reporting, position
15 analysis and performance evaluation programs is essential; and
16
17 **WHEREAS**, the new position will provide added value and efficiency to the County
18 operations; and
19
20 **WHEREAS**, the Human Resource job description is approved by the Personnel
21 Committee and attached to this resolution; and
22
23 **WHEREAS**, the Human Resources position duties have been reviewed by the Personnel
24 Committee and wage recommendation has been made based on current market wage
25 ranges; and
26
27 **NOW, THEREFORE, BE IT RESOLVED**, that the Rusk County Board of
28 Supervisors does approve the creation of the Human Resources position with a wage
29 range of \$65,000 to \$80,000, with an estimated fiscal impact range of \$74,308.00 to
30 \$112,651.00.
31
32 **BE IT FURTHER RESOLVED**, that the new position is effective May 24, 2022.

SUBMITTED BY:

Rusk County Personnel Committee
Terry DuSelle
Terry DuSelle, Chairman

Jim Meyer

Robert Stout, Vice Chairman

Jonathon Unterschuetz

Alan Rathsack