

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

December 4, 2025

Personnel Committee Present: Russell, Cudo, Meyer, Halbur, and Willingham

Others Present: A. Gudis, C. Meyer, B. Ewer, A. Nelson, A. Heath and M. Kroening.

Public: Jenna Bidwell from Cottingham and Butler.

CALL TO ORDER

Meeting called to order by Chair Russell at 3:00 p.m.

APPROVAL OF MINUTES

*Motion by Cudo, seconded by Halbur, to approve the November 6, November 13, and November 14, 2025 minutes with corrections.
Motion carried.*

PUBLIC COMMENT – None

PRESENTATION- Jenna Bidwell from Cottingham & Butler Compensation gave a presentation. Discussion held.

DISCUSSION AND POSSIBLE MOTION

Emergency Services

Request to fill vacancy for Emergency Services/Ambulance Director and Approve Updated Job Description.

Motion by Halbur, seconded by Meyer, to approve the Job Description and request to fill the vacancy for Emergency Services/Ambulance Director. Motion carried.

Highway

Request to fill vacancy for Highway Worker I Position

Motion by Cudo, seconded by Willingham, to approve the request to fill the vacancy for the Highway Worker I Position. Motion carried.

Treasurer

Treasurer Kroening requested a grade review for Deputy II in the Treasurer's Office.

Motion by Willingham, seconded by Cudo, to approve the increase for the Deputy II in the Treasurer's office to a Grade 8 from a Grade 7, starting December 1, 2025. Motion carried.

Health and Human Services – A. Nelson is requesting to fill a vacancy for Social Service Worker/Social Worker.

Motion by Halbur, seconded by Meyer, to approve the request to fill the vacancy for Social Service Worker/Social Worker. Motion carried.

Airport

Facility Manager Ewer submitted a formal request to the Committee to approve a waiver allowing the Airport Manager to carry an appropriate weapon to manage nuisance wildlife for safety reasons. It's the Committee's consensus that Administrative Coordinator Heath will work with the Corporation Council and submit the policy to the Insurance Company.

Maintenance

Request to fill vacancy for Custodian – No Action

Motion by Cudo, seconded by Willingham, to enter into closed session at 4:54 p.m. All responded yes.

CLOSED SESSION announced by Chair Pursuant to Wi Stats 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction of exercise responsibility.

OPEN SESSION – 5:27 p.m.

Corporation Council

Administrative Coordinator Heath presented an RFP for Corporation Council for the County.

Motion by Willingham, seconded by Cudo, to write a Resolution approved by Legal Council and forward to the County Board. Motion carried.

Administrator Coordinator

Monthly Budget Report Form – Administration and Corporate Counsel – The Administrative Coordinator presented the report for the Monthly Budget Report Form.

Motion by Halbur, seconded by Willingham, to approve the Administration and Corporate Counsel Budget and forward to Finance.

Motion carried.

Human Resources

Human Resources Report – HR Manager Gudis gave a report.

Out of County Travel

Motion by Cudo, seconded by Willingham, to approve the out-of-county travel for the HR Manager in Madison. Motion carried.

Update Rusk County Handbook Chapter 2, Section D-Transfers-Initial Employment Period

Motion by Willingham, seconded by Halbur, to approve the Update Rusk County Handbook Chapter 2, Section D-Transfers-Initial Employment Period. Motion carried.

Clarification of Handbook Chapter 6, Section 7(B)-Notice Period for PTO and Compensatory Time Separation Benefits

Motion by Cudo, seconded by Meyer, to approve the Clarification of Handbook Chapter 6, Section 7(B)-Notice Period for PTO and Compensatory Time Separation Benefits (add PTO is not considered work time). Motion carried.

Motion by Cudo, seconded by Meyer to enter into closed session at 6:08 p.m. All responded yes.

CLOSED SESSION announced by Chair

Motion to go into closed session pursuant to Wis. Stats 19.85(1)(g) for conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; pursuant to Wis. Stats 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; to wit: discussion of union grievances and related labor relations matters

OPEN SESSION – 6:18 p.m.

ADJOURN

Chair adjourned at 6:18 p.m.