

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

May 19, 2022

Personnel Committee Present: DuSell, Meyer, Stout, Rath sack, Unterschuetz.

Others Present: J. Koslowski, J. Buchholz, K. Winters, T. Hanson, P. Schneider

CALL TO ORDER

Meeting called to order by Chair DuSell at 5:00 p.m.

APPROVAL OF MINUTES – May 5, 2022

Motion by Meyer, seconded by Stout to approve the May 5th meeting minutes. Motion carried.

Motion by Rath sack, seconded by Meyer to enter into closed session at 5:03 p.m. All responded yes.

CLOSED SESSION announced by Chair

Closed Session for discussion of personnel issue and conferring with legal counsel regarding same pursuant to: Wis. Stat § 19.85(1)(f) for preliminary consideration of specific personnel problems which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person involved in such personnel problems; and, § 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.

OPEN SESSION – at 6:17 p.m.

FACILITY MANAGER

Job Description and approval

Discussion held on job description and what's expected for this position.

Motion by Rath sack, seconded by Unterschuetz to approve the job description and forward to Corporation Council and County Board for approval. Motion carried.

Salary discussion and approval

Discussion held about salary range for the Facility Manager.

Motion by Meyer, seconded by Unterschuetz to use a salary range from \$60,000 to \$75,000 for the facility manager. Motion carried.

ADMINISTRATIVE COORDINATOR

Salary discussion and approval

Discussion held about salary range for a part time administrative coordinator. Leave full time the same as Andy was making, already in the budget.

Motion by Unterschuetz, seconded by Meyer to use a salary range from \$24,000 to \$26,000 for a part time administrative coordinator. Motion carried.

HUMAN RESOURCE

Salary discussion and approval

Discussion held about salary range for the Human Resource job position.

Motion by Unterschuetz to change salary range from \$75,000 to \$90,000 to \$60,000 to \$75,000, motion died from lack of second.

Motion by Meyer, seconded by Rath sack to use a salary range from \$65,000 to \$80,000 for the Human Resource job position. Motion carried.

Recess at 7:31-7:37

Motion by Rath sack, seconded by Meyer to enter into closed session at 7:37 p.m. All responded yes.

CLOSED SESSION announced by Chair

Increase in Wage for Maintenance employee

Wis. Stats. 19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (1)(f)

OPEN SESSION –at 8:30 p.m.

Motion by Rath sack, seconded by Unterschuetz to reject the request for the increase in wage for maintenance employee. Motion carried.

ADJOURN

Motion by Rath sack, seconded by Meyer to adjourn at 8:31 p.m.