

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

October 2, 2025

Personnel Committee Present: Russell, Cudo, Meyer, and Halbur. Willingham - Absent

Others Present: A. Gudis, C. Meyer, N. Stadnyk, A. Nelson, K. Bugbee, K. Walthers, and A. Heath.

Public: Alicia **Schwartz** from Alera Group and Ryan **Heiden** from von Briesen.

CALL TO ORDER

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

APPROVAL OF MINUTES

Motion by Meyer, seconded by Cudo, to approve the September 4, 2025, Special Minutes, September 4, 2025, Regular Committee Minutes, and September 24, 2025, minutes as presented. Motion carried.

PUBLIC COMMENT – None

DISCUSSION ONLY

Discussion with von Briesen of Employee Corrective Action and Discipline Policy and Process for Department Heads/Appointed Officials: Discussed the ordinances and Personnel Handbook and the conflicting provisions. Administration will draft a policy correction and bring it back to the November meeting.

Health Insurance Review, Renewal and Update with Alera Group – An update was given to the Committee for 2026 Health Insurance.

Motion by Halbur, seconded by Meyer, to approve the move from Symetra to Mutual of Omaha. Motion carried.

Motion by Russell, seconded by Meyer, to approve HSA decrease (single - \$2,500.00 and Family \$5,000.00) and 82% employer premium to the buy-up plan - Option 3. Motion carried.

Determine Interim Corporation Counsel Services – Discussion held.

Motion by Cudo, seconded by Meyer, to approve von Briesen and Steve Sorenson for the Interim Corporation Council for Rusk County. Motion carried.

DISCUSSION AND POSSIBLE MOTION

Airport

Wildlife Depredation – B Ewer, Facility Manager, is requesting approval for wildlife depredation at the Airport. B. Ewer and N. Stadnyk will contact Aphis. The administration will contact the insurance company to determine the next steps to address the Wildlife Depredation.

Sheriff

Resolution – Rusk County Sheriff's Office Reserve Deputy for the Patrol Division – Discussion held on what the job entails.

Motion by Halbur, seconded by Cudo, to approve the office Reserve Deputy for the Patrol Division and forward to the County Board. Motion carried.

Land Info/Zoning

Reconsider Wage and Approve Interim Zoning Administrator – The request to approve a higher wage.

Motion by Cudo, seconded by Halbur, to approve Step 7 for the Interim Zoning Administrator retroactive back to August 1, 2025. Motion carried.

Request to Fill Vacancy for Zoning Technician – N. Stadnyk is requesting to fill the vacancy.

Motion by Halbur, seconded by Meyer, to approve the Request to Fill Vacancy Zoning Technician. Motion carried.

Health and Human Services

Request to Fill Vacancy for Environmental Health Specialist

Motion by Halbur, seconded by Cudo, to approve the Request to Fill Vacancy for Environmental Health Specialist. Motion carried.

Request to Fill Vacancy for Information and Assistance Specialist

Motion by Halbur, seconded by Russell, to approve the Request to Fill Vacancy for Information and Assistance Specialist. Motion carried.

Highway

Request to Fill Vacancy for Highway Worker

Motion by Meyer, seconded by Cudo, to approve the Request to Fill Vacancy for Highway Worker. Motion carried.

Finance

Reconsider Wage and Approve Interim Finance Director

Motion by Russell, seconded by Meyer, to approve Step 3 for the Interim Finance Director, retroactive back to July 1, 2025, to the end of November. 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 Cudo, seconded by Halbur, to approve the Administration and Corporate Counsel and forward to Finance. Motion carried.

Human Resources

Human Resources Report – HR Manager Gudis gave a report.

Discuss Possible Implementation of Satisfaction Survey

Discussion on Potential Policies/Updates for Temporary Appointment Pay Placement and Hiring/Retention of Highly Qualified Individuals

Motion by Meyer, seconded by Halbur, to move Human Resources B (Discuss Possible Implementation of Satisfaction Survey) and C (Discussion on Potential Policies/ Updates for Temporary Appointment Pay Placement and Hiring/ Retention of Highly Qualified Individuals) to the November meeting for discussion. Motion carried.

ADJOURN

Chair adjourned at 6:00 p.m.