

RUSK COUNTY PERSONNEL COMMITTEE MINUTES

September 20, 2022

Personnel Committee Present: DuSell, Meyer, Rathsack, Unterschuetz

Others Present: C. Meyer, A. Heath, E. Wyberg, T. Hanson, J Wilk, J. Buchholz

CALL TO ORDER

Meeting called to order by Chair DuSell at 6:30 p.m.

DISCUSSION AND POSSIBLE MOTION

Custodial/Housekeeping Job Description

Elly Wyberg, Human Resource Manager gave an update on the Custodial/Housekeeping Job Description. Discussion held on language of temperature.

Motion by J. Unterschuetz, seconded by Meyer to approve the Custodial/Housekeeping Job description with the removal of 100 degrees above and 25 degrees below zero Fahrenheit language. Motion carried.

Changes to position in Maintenance Department Resolution

Motion by Rathsack, seconded by J. Unterschuetz to approve the Position in Maintenance Department Resolution and forward to County Board. Motion carried.

Part time Finance Account II Position for RCTC

RCTC is a component of Rusk County and Finance Department which helps facilitate the accounting at RCTC. Jaimie Wilk, Finance Director is requesting a part time person, with hours under 25 hours per week paid by RCTC grants.

Motion by J. Unterschuetz, seconded by Meyer to approve the Part time Finance Account II position paid for by RCTC grants. Motion carried.

Resolution to Create a Part Time Finance Account II Position for RCTC

Discussion held on the Part time language.

Motion by Meyer, seconded by Rathsack to approve the Resolution to Create a Part Time Finance Account II Position for RCTC and forward to County Board. Motion carried.

ADJOURN

Motion by Meyer, seconded by Rathsack to adjourn at 6:44p.m. Motion carried.