

**SAUK COUNTY BOARD OF SUPERVISORS
PERSONNEL COMMITTEE MINUTES - REGULAR MEETING
March 2, 2018 – Room 213, West Square Building**

MEMBERS PRESENT: T. Meister, J. Berlin, H. Netzing, T. Bychinski, D. Moore

OTHERS PRESENT: M. Krueger, L. Wilson, A. Bolin, M. Posewitz, L. Hasenbalg

ORDER OF BUSINESS. The meeting was called to order by Meister at 8:15 A.M. and was certified to be in compliance with the Open Meetings Law.

AGENDA. Motion by H. Netzing, second by T. Bychinski, to adopt the agenda. **Motion carried.**

MINUTES. Motion by J. Berlin, second by D. Moore, to approve the February 6, 2018, regular business meeting minutes as sent. **Motion carried.**

PUBLIC COMMENT. None.

COMMUNICATIONS. None.

COURT COMMISSIONER. M. Posewitz appeared on behalf of the Court Commissioner to request ability to reclassify vacant Court Reporter position to Judicial Assistant. The reclassification will result change the pay band from B25 to B24. Discussion ensued. Motion by J. Berlin, second by H. Netzing, to approve the reclassification as presented. **Motion carried.**

CONSERVATION, PLANNING AND ZONING OUT OF CLASS PAY REQUEST. L. Wilson appeared to request ability to provide out of class pay through December 31, 2018, to M. Keenan. This will result in change in pay band change from C42 to C51. The department is currently working on structural changes within the department. Discussion ensued. Motion by J. Berlin, second by H. Netzing, to approve the out of class pay request as presented. **Motion carried.**

DEPARTMENTAL UPDATE. M. Posewitz distributed the monthly activities report including meetings, recruitments, terminations, labor activities, workers compensation, insurance claims, EAP utilization, and benefits information. Provided update regarding timeline for Personnel Ordinance.

M. Posewitz presented the annual report for 2017. Discussed carryforward requests: \$9,555 – Section 125 forfeitures (reconciliation from prior vendor); \$10,000–purchased services; \$1,000–Office Supplies; \$4310– risk management (medical testing); \$3081–risk management (training).

Motion by D. Moore, second by T. Bychinski, to approve the monthly report, annual report, carryforward requests, and invoices as presented. **Motion carried.**

Motion by T. Bychinski, second by J. Berlin, to adjourn until April 6, 2018, at 8:15AM. **Motion carried.**

MEETING ADJOURNED AT 8:45 AM.

Respectfully submitted,

Signed by: David Moore, Secretary