

**LANGLADE COUNTY BOARD OF SUPERVISORS
MONTHLY MEETING – DECEMBER 16, 2014**

These Board proceedings are published as prescribed by Section 59.14(2) of the Wisconsin Statutes at County Government expense.

The Langlade County Board of Supervisors met at the County Board Room in the Safety Building. Chairman David Solin called the meeting to order at 9:00 a.m.

On call of the roll, all Supervisors reported present, except Supervisor Poltrock, who had asked to be excused, and Supervisor Schreiber. Motion was made by Supervisor Dahms, seconded by Supervisor Jansen, to excuse them. All ayes, the motion carried. The Board recited the Pledge of Allegiance and observed a moment of silence.

Approve or amend the minutes of the November 18, 2014 meeting as printed and published:
Motion was made by Supervisor Cahak, seconded by Supervisor Burby, to approve the minutes of the November 18, 2014 meeting as printed and published. All ayes, the motion carried. The minutes are approved.

Approve or amend the agenda as printed:
Motion was made by Supervisor Pennington, seconded by Supervisor Hurlbert, to approve the agenda as printed. All ayes, the motion carried. The agenda is approved.

Old Business:

RESOLUTION #54-2014

INTRODUCED BY: COMPENSATION MATRIX COMMITTEE

INTENT: ADOPT NEW EMPLOYEE COMPENSATION MATRIX EFFECTIVE JANUARY 1, 2015

WHEREAS, the Compensation Matrix establishes the minimum and maximum compensation for positions and employees to move along the compensation range from one step to the next each year until reaching the maximum compensation (Step 10); and

WHEREAS, the Compensation Matrix is subject to review once every five years by the Compensation Matrix Committee based upon an analysis of external and internal compensation comparables; and

WHEREAS, after the expiration of collective bargaining contracts, the employees subject to the Matrix review process increased from approximately 35 non-union employees to over 140 employees (union and non-union); and

WHEREAS, the current Matrix Review process started back in February, with the Committee identifying the types of data that would be collected and analyzed as part of the review process; and

WHEREAS, during this review process, department heads have provided the following data: updated position descriptions, an analysis of positions based upon seven factors (knowledge, supervision, job responsibility, decision making, problem solving, working conditions and physical demands), and external wage data collected from eighteen Counties having comparable population size; and

WHEREAS, the Committee recently completed its review of the Matrix, and submits the attached Matrix to the County Board for its review and approval. (The matrix is available in the Finance Department.)

NOW THEREFORE, BE IT RESOLVED, by the Langlade County Board of Supervisors to adopt a new Employee Compensation Matrix effective January 1, 2015, and to transfer the needed funding from the Contingency Fund.

COMPENSATION MATRIX COMMITTEE:

David J. Solin
Vernon Cahak
Douglas Nonnenmacher

FISCAL NOTE: The estimated total annual cost to implement the Compensation Matrix will be \$57,341, with funding coming from Highway: \$9,443; Grants: \$8,226; and the Contingency Fund: \$39,672.

Motion was made by Supervisor Nonnenmacher, seconded by Supervisor Matucheski, to adopt.

Motion was made by Supervisor Nye to amend Resolution #54-2014 to include the two following WHEREAS:
WHEREAS, for each compensation range, the compensation step for each employee has been highlighted on the Matrix and it is understood that employees will be placed at the step indicated unless the oversight committee or department head notifies the Finance Department before December 21, 2014 to place the employee at a different step between the employee's current rate of pay and the step highlighted on the Matrix; and

WHEREAS, apart from the process of reviewing and adopting a new Compensation Matrix, it is also understood that a request to adjust the compensation range for a given position may be considered any time circumstances warrant (i.e., additional duties are permanently assigned to an existing position which result in a substantial change in job responsibilities, and the nature and character of the new job duties warrants a review of the compensation for the position); and

Supervisor Bostwick seconded the motion to amend.

Corporation Counsel Robin Stowe explained each position through this review was evaluated based on our internal pay structure and the comparables from 18 other counties. Questions and discussion followed.

On call of the roll to approve the amendment to Resolution #54-2014, Supervisors Hardin, Dahms, Nye, Scupien, Schuh, Bostwick, Klimoski, and Matucheski voted aye, and Supervisors Benishek, Hurlbert, Nonnenmacher, Gottard, Cahak, Bonacci, Pennington, Burby, Jansen, and Solin voted no. Supervisor Novak abstained from voting. The amendment failed.

On call of the roll to adopt Resolution #54-2014 as presented, all Supervisors present voted aye, except Supervisors Klimoski and Matucheski voted no, and Supervisor Novak abstained from voting. Resolution #54-2014 is adopted.

Citizens and Delegations:

Ron Barger, Director of the Health Department, presented information on the Health Hazards in Langlade County, and his enforcement process. He explained the essential Public Health Services. The Health Officer is responsible for the entire county. Cooperation from townships, village, the City of Antigo, and law enforcement is essential. He also reviewed the Five Year Data Report on Health and Environmental Hazards.

New Business:

Dale Oatman, County Veterans Service Officer, thanked County Board and the Committees for their support through the years. He stated it has been a privilege to serve the Veterans of Langlade County, and beyond. Dale will be campaigning for State Commander for the American Legion for the State of Wisconsin. Dale then introduced John Zenkovich, the next County Veteran Service Officer for Langlade County.

Mr. Zenkovich stated he has been in the Army for the last 30 years, three years enlisted, and the last 27 years as a Commissioned Officer. He is currently a Brigade Commander in the U.S. Army Reserve. He has lived in Antigo for three years. He thanked County Board for this opportunity to serve the Veterans in Langlade County.

CONSENT AGENDA:

Motion was made by Supervisor Klimoski, seconded by Supervisor Jansen, to approve the Consent Agenda. All ayes, the motion carried. The Consent Agenda is adopted.

CONSENT AGENDA:

1. Elections or Appointments:
 - a. Elect John Zenkovich as the CVSO with a term beginning Jan. 1, 2015.
 - b. Confirm the re-appointment of Tommie Stuckert to the Veterans Service Commission for a three year term which will then expire December 31, 2017.

2. Letters, Petitions and Communications:

A "Thank You" note was received from Laura Scudiere, Executive Director of the Bridge Community Health Clinic, for allowing her to address County Board at the November meeting regarding their services.

The Board took a short break and then returned to open session.

Committee Reports: A summary of information contained in recent committee minutes on file in the County Clerk's Office.

Supervisor Benishek stated the Public Property Committee had the Courthouse parking spaces repainted and the parking plan is working well. He thanked all the employees for their cooperation in parking in the designated areas.

RESOLUTIONS:

RESOLUTION # 59-2014

Introduced By: Forestry & Recreation Committee

Intent: Adopt 2015 Langlade County Forest Annual Work Plan

WHEREAS, the annual work plan functions as a planning guidance tool and further defines and supplements the county's fifteen-year comprehensive land use plan; and

WHEREAS, this work plan also fulfills the DNR requirement to meet with Langlade County annually and evaluate whether both parties have met their partnership obligations; and

WHEREAS, the plan covers timber harvest, reforestation, forest protection, wildlife management, other forest uses, land purchases/sales/exchanges, recreation, time standards, forest certification, special projects, grants, funding & partners; and

WHEREAS, having the Langlade County Board of Supervisors approve the annual work plan is a requirement of eligibility to apply for the forest administrator grant, which reimburses Langlade County for wages and fringe benefits of the forest administrator and a portion of the annual WCFA dues of approximately \$48,000 annually;

NOW THEREFORE, BE IT RESOLVED, that the Langlade County Board of Supervisors adopt the 2015 Langlade County Forest Annual Work Plan and a copy be forwarded to the Wisconsin Department of Natural Resources.

Fiscal Note: Langlade County has received \$45,759.96 in 2013 and \$48,176.88 in 2014 for the Forest Administrator grant. We are anticipating \$48,200.00 in 2015 for this grant. The grant is used to help cover the Forest Administrator's wages and benefits and a portion of the WCFA dues.

FORESTRY & RECREATION COMMITTEE
Ronald M. Nye
Michael P. Klimoski
Samuel Hardin
Don Scupien
Joseph Novak III

Motion was made by Supervisor Nye, seconded by Supervisor Klimoski, to adopt.

Forest Administrator Erik Rantala stated this resolution is a DNR requirement to apply for the forest administrator grant which reimburses Langlade County for a portion of his wages and benefits. Every year they meet with the DNR to review the Work Plan for the upcoming year, and review accomplishments of the past year.

On call of the roll to adopt Resolution #59-2014, all Supervisors present voted aye, except Supervisor Burby voted no. Resolution #59-2014 is adopted.

RESOLUTION # 60-2014

Introduced By: Forestry & Recreation Committee

Intent: Financial Aid for County Fish and Game Projects

WHEREAS, the legislature of the State of Wisconsin enacted legislation providing for allocation to the respective counties in that state on an acreage basis for the county fish and game projects on the condition that the counties match the state allocation, and

WHEREAS, Langlade County desires to participate in county fish and game projects pursuant to provisions of s.23.09(12) of the Wisconsin Statutes, and

WHEREAS, Langlade County would use these funds to improve and protect trout habitat, critical wildlife habitat, or wildlife improvements; such as, hunter walking trails and flowages from beaver activity, which is part of the larger APHIS ADS beaver control project in Langlade County,

NOW THEREFORE, BE IT RESOLVED, that the Langlade County Board of Supervisors having budgeted for these aids, will hereby authorize Erik Rantala, Forest Administrator of the Langlade County Forestry and Recreation Department to act on behalf of Langlade County to submit applications, sign the documents and take the necessary action to undertake, direct and complete the projects.

FORESTRY & RECREATION COMMITTEE
Ronald M. Nye
Michael P. Klimoski
Samuel Hardin
Don Scupien
Joseph Novak III

FISCAL NOTE: Standard resolution to allow the Forestry & Recreation Department the capability of applying for county conservation fund grants. The County has received county conservation grants amounting to \$4,700 in 2013 and 2014.

Motion was made by Supervisor Klimoski, seconded by Supervisor Hurlbert, to adopt.

Erik Rantala explained this authorizes him to apply for county conservation grant funds. They have used the funds for their beaver control program. The DNR needs an annually updated resolution authorizing him to apply for these grants.

On call of the roll to adopt Resolution #60-2014, all Supervisors present voted aye. Resolution #60-2014 is adopted.

RESOLUTION # 61-2014

INTRODUCED BY: PERSONNEL, FINANCE AND EXECUTIVE COMMITTEES

INTENT: TO REFILL THE CHIEF DEPUTY POSITION IN THE COUNTY CLERK'S OFFICE.

WHEREAS, the position of Chief Deputy County Clerk will become vacant soon;

WHEREAS, the County Clerk is requesting to refill this Chief Deputy position, (a copy of the job description is on file).

WHEREAS, the Committees recommend refilling the vacant Chief Deputy County Clerk position in the County Clerk's Office effective January 5, 2015.

WHEREAS, although the primary responsibilities of this position pertain to Deputy County Clerk, the Committees expect that this position will also be available to provide support services to other County Departments, as workload and schedule permit.

WHEREAS, funding for this position would come from the County Clerk's 2015 budget.

NOW THEREFORE, BE IT RESOLVED, by a three-fourths (3/4) vote of the Lantlade County Board of Supervisors to refill the vacant Chief Deputy County Clerk position in the County Clerk's Office effective January 5, 2015.

FISCAL NOTE: The Deputy County Clerk position is paid between \$15.55 to \$18.46 an hour on the new Compensation Matrix. Cost to refill the Deputy County Clerk position calculated at the starting wage:

	<u>2015</u>	<u>2016</u>
Salary	\$28,301	\$30,558
Fringe Benefits	<u>21,512</u>	<u>25,300</u>
Total Annualized Cost	\$49,813	\$55,858

Funding for this position will come from the County Clerk's 2015 budget.

PERSONNEL COMMITTEE	FINANCE COMMITTEE	EXECUTIVE COMMITTEE
Douglas Nonnenmacher	Vernon Cahak	David J. Solin
Richard H. Hurlbert	Ronald Nye	Ronald Nye
Arlene C. Bonacci	Douglas Nonnenmacher	Douglas Nonnenmacher
Dale A. Dahms	William Bostwick	Michael P. Klimoski
James R. Jansen	Don Scupien	Holly Matucheski

Motion was made by Supervisor Cahak, seconded by Supervisor Hurlbert, to adopt.

On call of the roll to adopt Resolution #61-2014, all Supervisors present voted aye. Resolution #61-2014 is adopted.

RESOLUTION # 62-2014

INTRODUCED BY: SOCIAL SERVICES, PERSONNEL & EXECUTIVE COMMITTEES

INTENT: CONTINUE A CASUAL EMPLOYEE SOCIAL WORKER POSITION IN THE CHILDREN AND FAMILY SERVICES UNIT AT DEPARTMENT OF SOCIAL SERVICES THROUGH 2015

WHEREAS, a Certified Social Worker in the Children and Family Services (CFS) unit is resigning on January 5th, 2015; and

WHEREAS, one of the duties of the Certified Social Worker currently has been to license foster care homes; and

WHEREAS, the Committees support the need for the CFS unit to be at full staffing level and support the Department's efforts to provide essential services, including a Certified Social Worker on staff to license foster care homes; and

WHEREAS, this casual employee Certified Social Worker position will work 15 hours per week from January 1, 2015 through December 31, 2015 and this funding is in the current Department of Social Services budget as approved.

WHEREAS, the agency will work to crosstrain staff to ensure adequate coverage beyond 2015.

NOW THEREFORE, BE IT RESOLVED, by a three-fourths (3/4) vote of the Lantlade County Board of Supervisors to create a casual employee Certified Social Worker position on a temporary basis to provide services to children and families, including foster care home licensure, from January 1, 2015 through December 31, 2015, at a total of 15 hours per week.

SOCIAL SERVICES COMMITTEE	PERSONNEL COMMITTEE	EXECUTIVE COMMITTEE
Richard H. Hurlbert	Douglas Nonnenmacher	David J. Solin
Robert Benishek	Richard H. Hurlbert	Douglas Nonnenmacher
Vernon Cahak	James R. Jansen	Holly Matucheski
Holly Matucheski	Arlene C. Bonacci	
Richard Burby	Dale A. Dahms	

FISCAL NOTE: This casual employee position will be paid \$23.96 an hour and the cost for the year will be wages of \$19,456 and fringe benefits totaling \$2,864, for a total cost of \$22,320.

Motion was made by Supervisor Burby, seconded by Supervisor Hurlbert, to adopt.

On call of the roll to adopt Resolution #62-2014, all Supervisors present voted aye, except Supervisor Klimoski voted no. Resolution #62-2014 is adopted.

Motion was made by Supervisor Pennington to excuse Supervisor Hurlbert at 10:35 a.m., seconded by Supervisor Jansen. All ayes, the motion carried.

Administrative Coordinator’s Report:

Nothing to report this month.

Policy Report:

Robin Stowe reported to County Board that in an effort to streamline a process the Public Property Committee has revised the policy regarding disposal of county property. If you have surplus computer equipment, that is turned over to the IS Department. All other surplus property is turned over to the Maintenance Department. They will put that out on a public auction at a predetermined minimum amount. If it does not sell then, other entities such as municipalities are able to purchase these items at a minimum of \$1. More authority has been delegated to the Maintenance Department head.

Supervisor Klimoski questioned if any of the municipalities or schools were made aware of this? This process will be looked into.

Finance Director Gary Olsen then reported the Finance Committee also streamlined their policy for budget transfers between departments. Now the only transfers requiring County Board approval will be from the General Fund or transfers over \$5,000 from the Contingency Fund. Now budget transfers between departments will be approved by the Finance Committee.

Motion was made by Supervisor Klimoski to adjourn the meeting at 10:40 a.m., seconded by Supervisor Dahms. All ayes, the motion carried.

Chairman Dave Solin wished everyone a MERRY CHRISTMAS and HAPPY NEW YEAR!, and THANK YOU! to all our employees! All ayes, the motion carried.

I, Kathryn Jacob, Langlade County Clerk, Antigo, Wisconsin, do hereby certify that the foregoing is a true and correct copy of the proceedings of the Langlade County Board of Supervisors Monthly Meeting of December 16, 2014.

Dated this 18th day of December, 2014.

Kathryn Jacob
Langlade County Clerk
