

PERSONNEL COMMITTEE MEETING

April 22, 2014

The meeting of the Personnel Committee was called to order by County Clerk Marge Bostelmann at 5:00 PM on Tuesday, April 22, 2014 in the County Board Room, Green Lake County Government Center, Green Lake, WI. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Joe Gonyo
Maureen Schweder
Harley Reabe
Sue Wendt
Paul Schwandt

Also Present: Marge Bostelmann, County Clerk Dan Sondalle, Corporation Counsel
Amy Brooks, Highway Commissioner Paul Gunderson, LC Director
Mark Putzke, Sheriff's office

AGENDA

Motion/second (Gonyo/Wendt) to approve the amended agenda. Motion carried.

Election of Chair

Bostelmann asked for nomination for Chair. Wendt nominated Joe Gonyo.

Motion/second(Reabe/Schwandt) to cast a unanimous ballot for Joe Gonyo for Chair. Motion carried.

Election of Vice Chair

Gonyo asked for nomination for Vice-Chair. Reabe nominated Wendt.

Motion/second(Reabe/Schweder) to cast a unanimous ballot for Sue Wendt for Vice-Chair. Motion carried.

MINUTES

Motion/second Schweder/Schwandt) to approve the minutes March 20, 2014. Motion carried.

CORRESPONDENCE – None

APPEARANCE – None

JOB DESCRIPTIONS

FILL VACANT POSITION

IT DEPARTMENT SUMMER INTERN

A letter was sent by Bill Hutchison stating that Nash Reininger will be hired again as a summer intern. Funds from the vacant position will be used to fund the summer intern.

Motion/second(Schwandt/Reabe) to approve the summer intern position at 40 hours per week at \$10/hour. Motion carried.

VOLUNTARY UNPAID LEAVE – None

RESOLUTIONS/ORDINANCES – None

MONTHLY VOUCHERS

Vouchers were presented in the amount of \$27.00.

Motion/second(Schwandt/Wendt) to approve the vouchers. Motion carried.

CLERKS REPORT

Request for training Wisconsin Association of County Personnel Directors (WACPD) Conference

Motion/second(Reabe/Schwandt) to approve Bostelmann attending the WACPD conference May 29th and 30th. Motion carried.

MOVED INTO CLOSED SESSION

Motion/second(Wendt/Reabe) to move into closed session in accordance with Wis. Stat. § 19.85(1) (c)

Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or conditions of employment responsibility. This closed session relates to compensation for Land Conservation new employee and Highway Mechanic II employee. Roll call vote; 5 ayes, 0 nays, motion carried.

RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE ON MATTERS DISCUSSED IN CLOSED SESSION.

Motion/second(Schwandt/Reabe) to reconvene in open session. Roll call vote; 5 ayes, 0 nays, motion carried.

Motion/second(Schwandt/Wendt) to approve waiving the six month waiting period for vacation in the first year for the Administrative Assistant in Land Conservation and approve the Mechanic II start wage at the \$20.58 based on experience. Motion carried.

COMMITTEE DISCUSSION

Bostelmann stated that the resolution passed appropriating money to hire a consultant for a performance management plan. She asked the Committee to set a date to hear presentation from Consultants..

- Future meeting date: Special meeting on May 15th at 5 PM; Regular meeting on Thursday, May 22, 2014 at 5:00 PM
- Future Agenda items for action & discussion: Special meeting; interview with consultant

ADJOURNMENT

Motion/second (Schwandt/Reabe) to adjourn at 5:35 pm. Motion carried.

Submitted by,

Marge Bostelmann,
County Clerk