



Bayfield County Administrator

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Mark Abeles-Allison, *County Administrator*

Kristine Kavajecz, *Assistant*

BAYFIELD COUNTY PERSONNEL COMMITTEE MEETING

Brett Rondeau, Chair

Tom Gordon, Vice Chair

Tom Snilsberg

Dennis Pocernich

Harold Maki

Dear County Board Members:

This letter is written to inform you of a Bayfield County Personnel Committee Meeting scheduled for, Thursday, December 6, 2018 at 4:00pm, in the Emergency Operations Center (EOC), Bayfield County Annex, Washburn, Wisconsin.

Notice is hereby given that a majority of the Bayfield County Board may be present at the meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Bayfield County Board pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W.2d 408(1993), and must be noticed as such, although the County Board will not take any formal action at this meeting.

AGENDA

1. Call to order
2. Public Comment
3. Discussion and Possible Action Regarding Approval of Minutes of November 1, 2018.
4. Discussion and Possible Action regarding part-time wage adjustments, 2019.
5. Discussion regarding new year benefit review and changes, process and procedure.
6. Discussion and review of 2019 Employment Statistics
7. The committee may enter in and out of closed session pursuant to Wisconsin Statutes:
 - a. §19.85(1)(c, e) to approve Closed Session Minutes of November 1, 2018

- b. §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to review recent exit interviews.

8. Reports:

- a. Personnel Financial Report
- b. Staffing Update

9. Adjourn

Should you have any questions in the meantime, please do not hesitate to contact my office.

Sincerely,

Mark Abeles-Allison

Mark Abeles-Allison
Bayfield County Administrator

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Any person planning to attend a Bayfield County meeting that has a disability requiring special accommodations should contact 373-6100, 24-hours before the scheduled meeting, so appropriate arrangements can be made.

cc: Mr. Scott Fibert, Bayfield County Clerk
Bayfield County Board of Supervisors
The County Journal, via email
The Daily Press, via email

**Minutes of the
Bayfield County Personnel Committee Meeting
4:00 PM, November 1, 2018
Emergency Operations Center (EOC), Bayfield County Annex, Washburn, WI**

Members Present: Dennis Pocernich, Tom Gordon, Tom Snilsberg, Brett Rondeau

Members Excused: Harold Maki

Others Present: County Administrator Mark Abeles-Allison, Kristine Kavajecz-Assistant

Meeting called to order at 4:00pm by Chairman Rondeau

Public Comment: None Received

Motion Gordon, Snilsberg to approve minutes of the October 17, 2018 Personnel Committee meeting. Motion carried.

Zak Radzak, Chad Ward, Martin Skaj, Cheri Deragon and Dalt Collins joined the meeting representing the Teamsters.

Exchange of Initial Proposals with Teamsters Local 346: Teamsters proposed the max CPI-U, which is 2.25% for January 1, 2019.

Groups caucused at 4:10pm.

Motion Pocernich, Gordon to enter in and out of closed session pursuant to Wisconsin Statutes:

- a. §19.85(1)(c, e) to approve Closed Session Minutes of October 17, 2018*
- b. §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to review recent exit interviews.*
- c. §19.85(1)(e) to deliberate or negotiate the purchase of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The committee will deliberate negotiations with Teamsters Local 346 and WPPA Local 216.*

Motion Carried. Entered Closed Session at 4:10pm

Motion Pocernich, Snilsberg to return to open session. Motion Carried. Returned to open session at 4:26pm

2019 Health Reimbursement Account Design:

Abeles-Allison explained that at the previous Personnel Committee meeting, the committee approved a Security Health Insurance Plan for 2019 that reflects approximately a 10% premium increase.

The plan includes a \$4,000/\$8,000 deductible for the HMO plan with a \$2,400/\$4,800 HRA, leaving an employee responsibility of \$1,600/\$3,200. In 2018 the employee share of deductible was \$600/\$1,200. The committee discussed how much of the deductible the employee will be responsible to pay before they may access the HRA under the 2019 plan design. 3 options were

provided to begin the discussion:

- 1) Employee pay the full employee share before accessing the HRA.
- 2) Employee Pay the same \$600, then access HRA, then employee pays the balance.
- 3) Employee Pay \$800, then access HRA, then employee pays the balance.

The committee discussed the HRA plan for the Teamsters, which is \$5,350 per employee. Teamster HRA may be used for any eligible purpose (Vision, Dental, Deductible, etc). The committee discussed whether teamsters should be required to pay a portion of the deductible before they can access the HRA. Suggestion was made that Teamsters pay an initial \$500 of expenses prior to accessing HRA funds.

Motion Gordon, Snilsberg to accept option number 3 for the Security Health Plan related HRA with the employee paying the first \$800/\$1,600 of deductible, then HRA pay \$2,400/\$4,800, then employee pay the balance. Motion Carried.

Motion Pocernich, Snilsberg that Teamsters pay the first \$500 before accessing the HRA beginning in 2019. Motion Carried

Teamster representatives exited the meeting at this time.

Motion Pocernich, Gordon to return to closed session. Motion Carried. Entered closed session at 4:50pm

Motion Gordon, Snilsberg to return to open session at 5:15pm. Motion Carried.

Update was provided on recent interviews and vacant positions.

Motion Gordon, Snilsberg to return to closed session at 5:19pm. Motion Carried.

Motion Gordon, Snilsberg to return to open session. Motion Carried Returned to open session at 5:38pm

Motion Pocernich, Snilsberg to recommend the terms of the WPPA agreement to the County Board on November 13, 2018. Motion Carried.

Meeting adjourned at 5:40pm.

Minutes respectfully submitted by Kristine Kavajecz



Personnel Expenses through November, 2018

Through 11/29/18
 Prior Fiscal Year Activity Included
 Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 100 - General									
EXPENSE									
Department 00 - General Fund	2,200.00	.00	2,200.00	183.40	.00	2,222.03	(22.03)	101	1,724.30
Department 01 - County Board	47,366.00	.00	47,366.00	5,528.47	.00	34,925.83	12,440.17	74	32,193.42
Department 02 - Clerk of Courts	300,254.00	.00	300,254.00	20,189.30	.00	246,227.96	54,026.04	82	262,696.34
Department 04 - Criminal Justice	156,303.00	(596.00)	155,707.00	10,229.31	.00	115,188.43	40,518.57	74	140,154.19
Department 06 - Coroner	14,904.00	.00	14,904.00	528.04	.00	7,278.49	7,625.51	49	7,333.94
Department 07 - Administrator	204,817.00	.00	204,817.00	14,471.94	.00	183,704.90	21,112.10	90	172,291.83
Department 08 - District Attorney	128,830.00	.00	128,830.00	9,489.96	.00	110,904.16	17,925.84	86	107,139.58
Department 09 - Child Support	165,134.00	.00	165,134.00	11,672.63	.00	156,315.51	8,818.49	95	143,192.18
Department 10 - County Clerk	303,359.00	.00	303,359.00	21,178.73	.00	271,222.23	32,136.77	89	243,603.13
Department 12 - Treasurer	126,659.00	.00	126,659.00	8,582.24	.00	113,320.42	13,338.58	89	123,975.08
Department 13 - Land Records	300,447.00	.00	300,447.00	16,880.63	.00	213,217.47	87,229.53	71	206,303.41
Department 14 - Court House	194,189.00	.00	194,189.00	13,628.55	.00	173,379.38	20,809.62	89	162,290.57
Department 15 - Register of Deeds	132,952.00	.00	132,952.00	9,912.80	.00	119,267.41	13,684.59	90	122,330.08
Department 17 - Sheriff	3,077,199.00	.00	3,077,199.00	226,023.36	.00	2,706,500.46	370,698.54	88	2,607,509.17
Department 18 - Emergency Management	97,687.00	.00	97,687.00	7,562.19	.00	87,700.10	9,986.90	90	83,986.47
Department 19 - Veteran's Services	92,576.00	.00	92,576.00	6,674.66	.00	77,202.39	15,373.61	83	75,688.96
Department 20 - Health	675,111.00	12,700.00	687,811.00	48,628.45	.00	596,477.33	91,333.67	87	595,422.79
Department 22 - Fair	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 23 - Tourism	157,007.00	.00	157,007.00	8,549.42	.00	135,619.38	21,387.62	86	135,688.22
Department 25 - UW Extension	64,756.00	.00	64,756.00	8,282.81	.00	63,422.72	1,333.28	98	52,218.37
Department 26 - Zoning	307,944.00	.00	307,944.00	21,300.18	.00	260,546.05	47,397.95	85	269,279.45
Department 28 - Land Conservation	184,539.00	7,539.00	192,078.00	13,298.43	.00	175,851.80	16,226.20	92	137,447.73
Department 29 - Land Use Planning	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 31 - Information Services	232,271.00	.00	232,271.00	16,685.59	.00	204,233.93	28,037.07	88	181,252.20
Department 34 - Forestry	732,411.00	.00	732,411.00	52,688.89	.00	634,903.22	97,507.78	87	571,525.91
EXPENSE TOTALS	\$7,698,915.00	\$19,643.00	\$7,718,558.00	\$552,169.98	\$0.00	\$6,689,631.60	\$1,028,926.40	87%	\$6,435,247.32
Fund 100 - General Totals									
EXPENSE TOTALS	7,698,915.00	19,643.00	7,718,558.00	552,169.98	.00	6,689,631.60	1,028,926.40	87%	6,435,247.32
Fund 100 - General Totals	(\$7,698,915.00)	(\$19,643.00)	(\$7,718,558.00)	(\$552,169.98)	\$0.00	(\$6,689,631.60)	(\$1,028,926.40)		(\$6,435,247.32)
Fund 225 - Intoxicated Driver Program									
EXPENSE									
Department 00 - General Fund	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 225 - Intoxicated Driver Program Totals									
EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fund 225 - Intoxicated Driver Program Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00



Personnel Expenses through November, 2018

Through 11/29/18
 Prior Fiscal Year Activity Included
 Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 235 - Human Services									
EXPENSE									
Department 00 - General Fund	.00	.00	.00	188.00	.00	874.15	(874.15)	+++	3,402.99
Department 51 - Regional Crisis Initiative	7,700.00	.00	7,700.00	.00	.00	.00	7,700.00	0	.00
Department 52 - AMSO	408,172.00	.00	408,172.00	33,316.43	.00	399,455.25	8,716.75	98	377,181.81
Department 53 - Family Services	570,601.00	4,703.00	575,304.00	36,318.84	.00	453,288.42	122,015.58	79	464,462.77
Department 54 - Economic Support	325,511.00	70,000.00	395,511.00	22,529.88	.00	305,006.90	90,504.10	77	269,520.96
Department 55 - Aging and Disabilities	119,479.00	.00	119,479.00	13,821.77	.00	168,678.82	(49,199.82)	141	163,108.08
Department 56 - GWAAR	230,880.00	.00	230,880.00	15,202.88	.00	173,015.18	57,864.82	75	207,840.55
Department 58 - ADRC-Bayfield Co	(114,887.00)	.00	(114,887.00)	8,348.53	.00	89,880.61	(204,767.61)	-78	64,304.55
Department 59 - ADRC-North	53,345.00	.00	53,345.00	5,468.80	.00	67,526.25	(14,181.25)	127	61,238.25
EXPENSE TOTALS	\$1,600,801.00	\$74,703.00	\$1,675,504.00	\$135,195.13	\$0.00	\$1,657,725.58	\$17,778.42	99%	\$1,611,059.96
Fund 235 - Human Services Totals									
EXPENSE TOTALS	1,600,801.00	74,703.00	1,675,504.00	135,195.13	.00	1,657,725.58	17,778.42	99%	1,611,059.96
Fund 235 - Human Services Totals	(\$1,600,801.00)	(\$74,703.00)	(\$1,675,504.00)	(\$135,195.13)	\$0.00	(\$1,657,725.58)	(\$17,778.42)		(\$1,611,059.96)
Fund 240 - Wisconsin Development									
EXPENSE									
Department 60 - Revolving Loan Fund	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 240 - Wisconsin Development Totals									
EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fund 240 - Wisconsin Development Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Fund 250 - Veterans Relief									
EXPENSE									
Department 64 - Veterans Relief Fund	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 250 - Veterans Relief Totals									
EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fund 250 - Veterans Relief Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Fund 292 - UWEX Program									
EXPENSE									
Department 25 - UW Extension	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 292 - UWEX Program Totals									
EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fund 292 - UWEX Program Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00

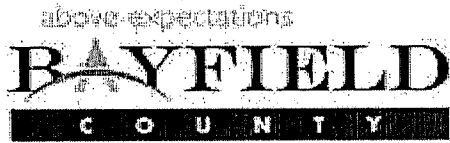
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Personnel Expenses through November, 2018

Through 11/29/18
 Prior Fiscal Year Activity Included
 Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 430 - Capital Projects Fund									
EXPENSE									
Department 00 - General Fund	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 17 - Sheriff	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 70 - Capital Projects	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 430 - Capital Projects Fund Totals									
EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fund 430 - Capital Projects Fund Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Fund 710 - Highway									
EXPENSE									
Department 71 - Highway Dept	3,121,000.00	.00	3,121,000.00	119,882.29	.00	1,482,154.20	1,638,845.80	47	1,442,366.90
EXPENSE TOTALS	\$3,121,000.00	\$0.00	\$3,121,000.00	\$119,882.29	\$0.00	\$1,482,154.20	\$1,638,845.80	47%	\$1,442,366.90
Fund 710 - Highway Totals									
EXPENSE TOTALS	3,121,000.00	.00	3,121,000.00	119,882.29	.00	1,482,154.20	1,638,845.80	47%	1,442,366.90
Fund 710 - Highway Totals	(\$3,121,000.00)	\$0.00	(\$3,121,000.00)	(\$119,882.29)	\$0.00	(\$1,482,154.20)	(\$1,638,845.80)		(\$1,442,366.90)
Fund 720 - County Motor Pool									
EXPENSE									
Department 72 - County Motor Pool	8,457.00	.00	8,457.00	633.03	.00	7,239.56	1,217.44	86	4,821.37
EXPENSE TOTALS	\$8,457.00	\$0.00	\$8,457.00	\$633.03	\$0.00	\$7,239.56	\$1,217.44	86%	\$4,821.37
Fund 720 - County Motor Pool Totals									
EXPENSE TOTALS	8,457.00	.00	8,457.00	633.03	.00	7,239.56	1,217.44	86%	4,821.37
Fund 720 - County Motor Pool Totals	(\$8,457.00)	\$0.00	(\$8,457.00)	(\$633.03)	\$0.00	(\$7,239.56)	(\$1,217.44)		(\$4,821.37)
Fund 770 - Industrial Development									
EXPENSE									
Department 77 - Agricultural Station	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 770 - Industrial Development Totals									
EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fund 770 - Industrial Development Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Fund 810 - Dog License Fund									
EXPENSE									
Department 81 - Animal Control	.00	.00	.00	.00	.00	.00	.00	+++	.00



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Fund 810 - Dog License Fund									
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 810 - Dog License Fund Totals									
EXPENSE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
Fund 810 - Dog License Fund Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Grand Totals									
EXPENSE TOTALS	12,429,173.00	94,346.00	12,523,519.00	807,880.43	.00	9,836,750.94	2,686,768.06	79%	9,493,495.55
Grand Totals	(\$12,429,173.00)	(\$94,346.00)	(\$12,523,519.00)	(\$807,880.43)	\$0.00	(\$9,836,750.94)	(\$2,686,768.06)		(\$9,493,495.55)