

**Minutes of the
Bayfield County Personnel Committee Meeting
4:00 PM, November 7, 2019
Emergency Operations Center (EOC), Bayfield County Annex, Washburn, WI**

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

Members Excused:

Others Present: County Administrator Mark Abeles-Allison, Kristine Kavajecz-Assistant, Dalton Collins, Martin Skaj,

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

Public Comment: Highway employees, Collins and Skaj asked if they could be allowed to speak during the discussion on Highway Wages, or if they should provide comment now. They were advised they would be allowed to speak during the Highway Wages discussion.

Motion Maki, Gordon to approve minutes of the November 7, 2019 Personnel Committee meeting. Motion Carried (5-0).

Highway Wages in 2020: Abeles-Allison reminded the committee that an agreement was reached with the Teamster Union at the last meeting to extend the maximum CPI-U wage increase effective January 1, 2020, which was 2.07%. At that meeting, Teamster employees also requested that the county consider making a wage schedule adjustment and the committee directed the County Administrator to complete an evaluation of Teamster wages.

It was explained that the non-union employee schedule ranges from 87.5% to 112.5% of the median wage with 11 steps at 2.5% increments. The Teamster wage schedule has 3 steps, with the maximum being reached after 3 years of employment. Teamsters work 40 hours per week, with 4-day work weeks during the summer months. They also have a separate health insurance plan with associated HRA.

The wage schedule for general employees was adjusted by 1.5% effective January 1, 2020.

Highway Employee, Dalton Collins was permitted to address the committee. A handout was provided with information collected by Collins from neighboring counties. Martin Skaj also provided comments attesting to the length of the plowing season and the amount of overtime they put in and holidays missed due to inclement weather. Collins pointed out that Teamsters must pay \$500 of health care costs before they can access the HRA and they also each pay a monthly administrative fee of \$45 to the Teamster union.

Personnel Policy Modifications.

- a. Part-Time Employee Health Insurance Policy: it was explained that under the state of Wisconsin Health Plan, any employee eligible for participation in the Wisconsin Retirement System is also eligible for health insurance. The county's current policy only offers health insurance to full-time employees. The state plan allows employers to set the contribution levels for part-time employees. The recommendation was made to set health insurance

contributions for regular part-time employees eligible for WRS at a rate equivalent to the employees work/employment agreement. Example, an employee hired to work 50% of the normal work schedule would receive a 50% contribution to their health insurance premiums. Employees that are not scheduled a set number of hours, often referred to as “Occasional or seasonal” part-time employees, that become eligible for WRS will be required to contribute 75% of the health insurance premium if they elect coverage. All employees will still be eligible for increased health insurance contributions if they qualify for the wellness incentive as determined by the County Board.

Motion Gordon, Snilsberg to approve the Part-Time employee health insurance policy as proposed to include the employee contributions and wellness incentives. Motion Carried. (5-0)

- b. Retiree Health Insurance Policy Modification: Bayfield County’s current policy is that once an employee reaches an age eligible for Medicare, they were no longer eligible to participate in the county’s health plan. The state health plan has a provision where retirees may remain on the health insurance plan indefinitely. The county will need to modify it’s current policy to be compliant with the state health plan provisions.

Motion Pocernich, Gordon to authorize a policy change to be consistent with the state health plan provisions regarding retirees. Motion Carried (5-0)

Register in Probate Stipend: Register in Probate is appointed by the Circuit Court Judge. The current Clerk of Court serves as the Register in Probate. Proposal is to set an annual stipend for these services. Discussion took place if the stipend should be set to coincide with the Clerk of Court term of office, or for a 5-year period (in the event the Clerk of Court was not appointed as the Register in Probate).

Motion Gordon, Snilsberg to set the stipend for Register of Probate at \$5,000 per year from 2020 through 2024. Motion Carried. (5-0)

Skaj and Collins exited the meeting at 4:33pm.

Motion Pocernich, Gordon to enter into closed session pursuant to Wisconsin Statutes:

c. §19.85(1)(c,e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and deliberating or negotiating the purchase of public property, vesting of public funds or conducting other specified business whenever competitive or bargain reasons require a closed session.

- i. Approve Closed Session Minutes of November 7, 2019*
- ii. WPPA Union Negotiations*
- iii. Highway Department Compensation*
- iv. Workers Compensation Case Discussion.*
- v. Wage Reclassification*

Motion Carried. Entered closed session at 4:33pm

Motion Gordon, Pocernich to move into open session. Motion Carried. Entered open session at 5:02pm

Collins and Skaj were going to rejoin the meeting. Abeles-Allison notified them of the decision that the teamster wage schedule will be adjusted by 1% effective January 1, 2020. Collins and Skaj exited the meeting.

Reports

- a) Personnel Financial: All figures within budget
- b) Staffing Update: Kavajecz and Abeles-Allison reported on recent hires and current vacancies.
- c) Evaluation updates: Department Heads are currently working on evaluations for all staff.
- d) Potential cancelling of January 2 meeting: The consensus of the committee was to cancel the January meeting unless an urgent item arises.

Meeting adjourned at 5:10pm.

Minutes respectfully submitted by Kristine Kavajecz