

ADMINISTRATION COMMITTEE
Douglas County Board of Supervisors
Thursday, November 4, 2021, 9:30 a.m., Government Center, Boardroom 201
1316 North 14th Street, Superior, Wisconsin

Meeting called to order by Chair Alan Jaques.

ROLL CALL: Present – Alan Jaques, Sam Pomush, Nick Baker, Pat Ryan, Rosemary Lear, Joseph Moen, Mark Liebaert. Absent – Mary Lou Bergman, Scott Luostari. Others present – Shelley Nelson, Jason Jackman, Linda Corbin, Dave Sletten, Candy Holm Anderson, Ann Doucette, Sue Sandvick, Carol Jones, Carolyn Pierce, Tracy Middleton, Tracy Ruppe, Jerry Moe, Michele Wick, Kaci Lundgren (Committee Clerk).

APPROVAL OF MINUTES: Motion by Pomush, second Ryan, to approve October 7, 2021, minutes. Motion carried.

DEPARTMENTAL FINANCIAL REPORTS AND GOALS/OBJECTIVES FOR 2021: **Administration/Human Resources:** Recruiting for multiple positions; performance evaluations began; health insurance open enrollment. **Buildings and Grounds:** Fully staffed; working on multiple building projects, including elevator failure. **Corporation Counsel:** Opioid litigation will require resolution to sign participation agreement in settlement. **County Clerk:** Public hearing to be held November 10, 2021, to adopt final County Board Supervisory District Plan; one vacant position. **Finance/Information Services:** Attending two-day training on multiple finance aspects; upgrading JD Edwards software. **Register of Deeds:** One vacant position. **Treasurer:** Tax collection up 21%; 131 properties in tax deed status for 2022.

ACTION ITEMS/REFERRALS:

From the Public Safety Committee – Revision of Holiday Pay Schedule for Communication Center Workers: Policy revision distributed. Holiday pay was rolled into wages when union existed. Revision request is to exclude Communication Center dispatchers from Section III – Time Away From Work, sub. (C)(2). Workers will then receive holiday pay of eight hours per holiday for 10 ½ holidays per year, in addition to being paid for actual hours worked at time and a half, at an approximate fiscal impact of \$25,000 annually. Amendment also includes addition of sub. (C)(3): “Temporary employees who work in the Jail and Communication Center on a designated holiday will receive overtime pay of one and one half times the hours worked.”

ACTION (RESOLUTION): Motion by Baker, second Pomush, to approve Personnel Policies amendment in Section III – Time Away from Work, as presented, and refer to County Board. Motion carried unanimously.

Budgetary Transfers: Included with agenda.

ACTION (RESOLUTION): Motion by Ryan, second Baker, to approve and refer to County Board. Motion carried unanimously.

INFORMATIONAL ITEM:

Levy Limit Increase/Sales Tax: All chairs at Wisconsin Counties Association voted to pass .5% sales tax increase; awaiting next steps. No change to levy limits.

ADJOURNMENT: Motion by Pomush, second Baker, to adjourn. Motion carried. Adjourned at 10:03 a.m.

Submitted by,

Kaci Jo Lundgren
Committee Clerk