

**REGULAR MEETING  
ONEIDA COUNTY BOARD OF SUPERVISORS  
FEBRUARY 18, 2014 - 9:30 A.M  
COUNTY BOARD MEETING ROOM 2<sup>ND</sup> FLOOR - ONEIDA COUNTY COURTHOUSE**

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**CALL TO ORDER:**

Chairman Cushing called the meeting to order at 9:30 a.m. in the County Board Meeting Room at the Oneida County Courthouse. There was a brief moment of silence for our troops here and overseas, followed by the Pledge of Allegiance.

**MEMBERS PRESENT:** Supervisors: Greg Berard, Ted Cushing, Billy Fried, David Hintz, Scott Holewinski, Jim Intrepidi, Bob Martini, Jack Martinson, Bob Metropulos, Bob Mott, Greg Oettinger, Sonny Paszak, Carol Pederson, Thomas Rudolph, Jerry Shidell, Candy Sorensen, Jack Sorensen, Michael Timmons, and Denny Thompson.

**# OF MEMBERS PRESENT:**19

**SUPERVISORS EXCUSED:** 1 -Romelle Vandervest

**STUDENT REPRESENTATIVES PRESENT:** 2- Bailey Nichols & Erin Tenderholt

**OTHERS PRESENT:** Mary Bartelt, County Clerk; Melodie Gauthier, Chief Deputy Clerk; Brian Desmond, Corporation Counsel; Mike Romportl, Land Information; Ken Korten Hof, 911 Emergency Management; Margie Sorenson, Finance; Lynn Grube, ITS; Erica Brewster, UW Extension; Lisa Charbarneau, LRES; Mary Rideout, Social Services and Freeman Bennett, Hwy./ Solid Waste.

**ANNOUNCEMENTS BY CHAIR, CORRESPONDENCE AND COMMUNICATIONS**

Sign Attendance Form at the Podium  
Please Use Microphones When Speaking

**ACCEPT THE MINUTES OF THE JANUARY 21, 2014 SPECIAL MEETING**

**MOTION/SECOND:** J. Sorensen/Mott to accept the January 21, 2014 minutes.

**Correction, additions or deletions:** Supervisor Rudolph – bottom of page 2, regarding the motion made in closed session, the Roll Call regarding that motion needs to be added to the minutes. Also on page 14, the agreement, in the first line the correction should state “Amendment three”, not “Amendment two”.

**MOTION/ SECOND:** Mott/Paszak to approve amended minutes. All “aye” on voice vote, motion carries.

**REPORTS/PRESENTATIONS** - None

**\*PUBLIC COMMENT**

Kathy Cutforth, Oneida County Resident: - regarding the WPS building stating there is a lot of options for the WPS building and disagrees with tearing it down and building a parking lot.

**CONSENT AGENDA**

**Resolution # 12-2014** – offered by the Land Records Committee regarding the County Board approve the sale of a parcel (PI 296, 299, 309, Town of Piehl) to the successful bidder, David Kohlbeck.

**Resolution #13-2014-** offered by the Administration Committee regarding budget transfers for 2013.

Appointments to committees, commissions and other organizations - None

**MOTION/SECOND:** Shidell/Paszak to accept the Consent Agenda as presented. All “aye” on voice vote, motion carries.

**CONSIDERATION OF RESOLUTIONS & ORDINANCES**

Supervisor Rudolph introduced Ed Hammer – Town of Newbold, for public comment regarding Tabled Resolution #9-2014. Mr. Hammer stated the Town of Newbold was aware of this parcel late last year. It was discussed at some town board meetings. Chairman Kroll of the town of Newbold asked Mr. Hammer to talk to the board about Newbold’s interest in this parcel for a boat landing stating this would be a Town boat landing not a County boat landing. They are in the process of looking for partnerships on this. The town would like to take this to their electors and see if there would be an interest and they are also looking at an additional parcel to acquire. Resolution #09-2014 is to postpone the sale of this parcel till the town of Newbold can piece together a plan to purchase this property. This will be postponed to January 2015.

**TABLED - RESOLUTION #09-2014**

Offered by the Land Records Committee.

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

**WHEREAS**, tax parcel NE 401-9C as described in Exhibit A listed below has been offered for public sale for \$45,000.00 pursuant to the procedures in Chapter 18 of the General Code of Oneida County, WI; and,

**WHEREAS**, the Town of Newbold has been investigating the possibility of acquiring tax parcel number NE 401-9C located at 3940 Highway 47 as described in Exhibit ‘A’, for the potential purpose of installing a public boat landing as stated in their letter to the Land Records Office dated December 13, 2013 and included as Exhibit ‘B’ below; and,

**WHEREAS**, Section 18.04 (7) (d) & (e) of the Oneida County Code permits the Land Records Committee to negotiate a price that it may charge the municipality for a property to recover costs incurred by the County, or to convey it at no charge; and,

**WHEREAS**, the Land Records Committee recommends that the County suspends the sale of the property at this time, and that the County Board support the Committees efforts to negotiate purchase of the property by the Town of Newbold if they are able to accomplish the conditions and obtain the necessary approvals as set forth in their letter and other required approvals; and,

**WHEREAS**, the Land Records will bring back to the County Board the final recommendation by the January 2015 County Board Meeting; and,

**WHEREAS**, any bid guarantees received for this property at the January 14<sup>th</sup>, 2014 Land Records Committee meeting should be returned to the bidder(s); and,

**WHEREAS**, if the Town withdraws their request before January 2015, the Land Records Committee will offer the property if interested to the highest successful bidder, or the second highest bidder of the bids that were opened at the January 14<sup>th</sup>, 2014 Land Records Committee meeting, and if they are no longer interested in the property then the property will be offered again for sale to the public.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of Oneida County hereby approves to suspend the sale of the parcel listed in Exhibit A below, and supports the Land Records Committee efforts to negotiate a purchase of the property by the Town of Newbold if the conditions are accomplished and approvals are obtained as set forth in the Town of Newbold letter, or other required approvals.

**BE IT FURTHER RESOLVED**, that the Committee shall return all bid guarantees to the bidders of the parcel listed in Exhibit A that were received by the Land Records Committee January 14<sup>th</sup> 2014, and that the Land Records Committee shall bring back to the County Board the results of the negotiations and recommendations by the January 2015 County Board Meeting.

Offered and passage moved by: Michael Timmons, Denny Thompson, Sonny Paszak, Greg Oettinger and Jim Intrepidi.

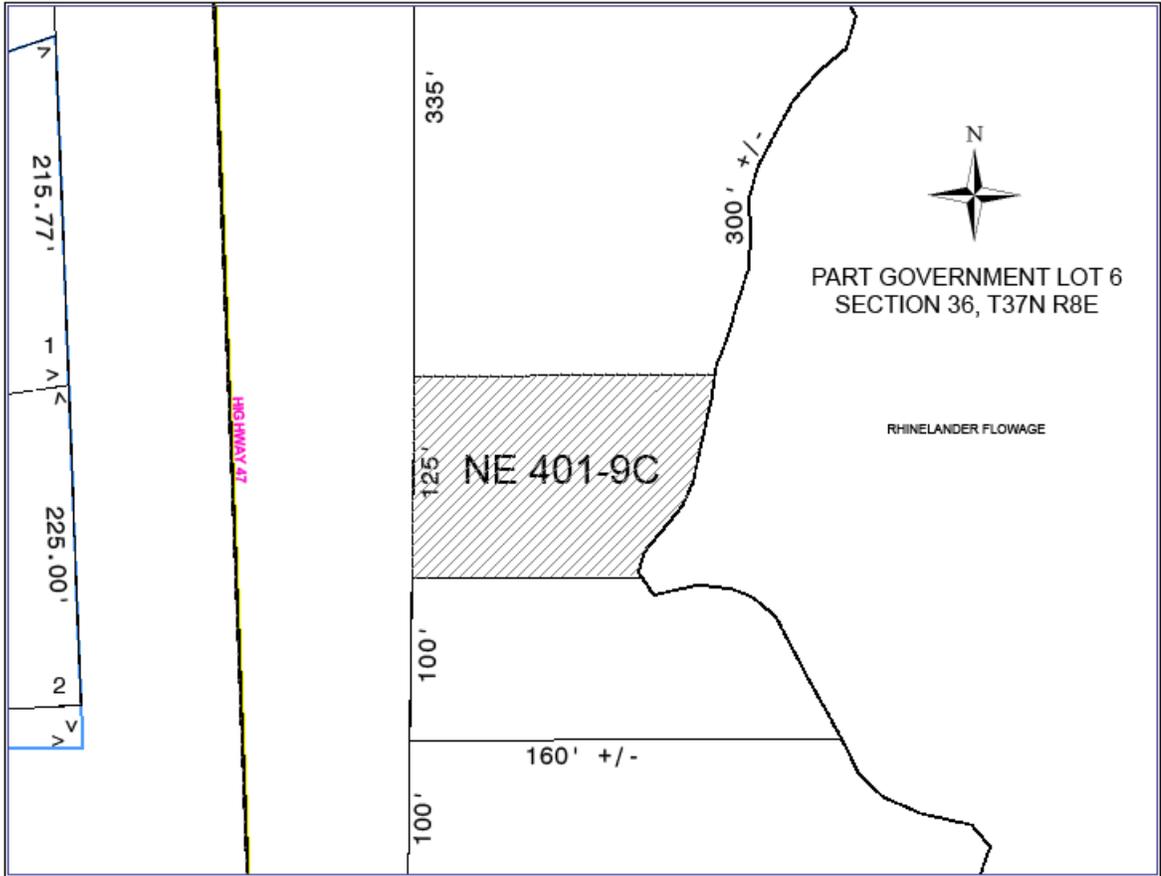
**EXHIBIT A**

**Parcel Identification Number: NE 401-9C, Town of Newbold**

**Description:**

The South 225 feet of Government Lot 6, Section 36, Township 37 North, Range 8 East, excepting therefrom the south 100 feet and excepting Highway 47 right-of-way.

Reserving to the grantee and all subsequent owners of the South 100 feet of Government Lot 6, Section 36, Township 37 North, Range 8 East, the right of ingress and egress over the existing road. See map next page.



**Exhibit 'B'**

**Town of Newbold**  
Oneida County, Wisconsin

**David G. Kroll, Chairman**  
6919 South Shore Drive  
Lake Tomahawk, WI 54539  
Phone 715-277-4441

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Mr. Michael J. Romportl, Director  
Oneida County Land Information Office  
PO Box 400  
Rhinelander, WI 54501

December 13, 2013

Re: PIN # NE 401-9C, Public Notice of Real Estate Sale

Dear Mr. Romportl,

As you know, the Newbold Town Board has been investigating the possibility of acquiring the parcel of land offered for sale by Oneida County, located at 3940 Highway 47, for the potential purpose of installing a public boat landing.

Pursuant to Town Board discussion at an open meeting held on December 12, 2013, this letter is to formally advise you of our intention to further pursue such acquisition and request that Oneida County suspend the sale of the parcel to provide the Town with adequate time to further investigate such acquisition.

Based on a review of the parcel by the Wisconsin Department of Natural Resources, it appears that the land is suitable for the installation of a public landing. However, in order to complete such a project the Town Board will have to accomplish the following:

1. Acquire the adjacent parcel (NE 401-9), which we understand may be for sale by the owner.
2. Apply for, and receive, one or more grant awards to assist in project completion.
3. Obtain elector approval for the land acquisition and project construction.
4. Obtain authority from the electors to raise the necessary funds for for such acquisition and construction.

Obviously, accomplishing these tasks could take some time and may require more than one Special Meetings of the Electors.

At your earliest convenience, please advise me on the County's position on this matter.

Thank you for your time and consideration,

David G. Kroll, Chairman  
Town of Newbold

**ROLL CALL VOTE:** 15 Ayes, 4 Nays- J.Sorensen, Fried, Shidell & C.Sorensen, 1- Absent  
– Vandervest.

**STUDENT REPRESENTATIVES:** 2 Ayes.

**TABLED RESOLUTION # 9-2014** – adopted.

**RESOLUTION #14-2014**

Resolution offered by the Land Records Committee.

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

**WHEREAS**, tax parcel WR 388-1 described in Exhibit A below, being located in the Town of Woodruff was discovered during the parcel mapping project and acquired through the tax foreclosure process; said parcel is a 5 acre landlocked parcel that adjoins state land within the boundaries of the Northern Highland American Legion State Forest; and,

**WHEREAS**, WI Stat 75.69(2) permits the County to sell tax foreclosed property directly to the state or municipalities; and,

**WHEREAS**, the State of Wisconsin, Department of Natural Resources has submitted an offer of \$12,000.00 to purchase the property; and,

**WHEREAS**, the Land Records Committee recommends that the County accepts the offer and sells the property as described in Exhibit A to the Department and executes the necessary paper work to complete the sale by November 1<sup>st</sup>, 2014.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of Oneida County hereby approves to sell the property described in Exhibit A below to the State of Wisconsin, Department of Natural Resources for \$12,000.00 plus \$30 recording fee, and upon review by the Corporation Counsel, authorizes the County Clerk to sign the offer to purchase and other necessary documents to complete the sale of the property by November 1, 2014, and authorizes the County Treasurer to assign to the State at the time of issuance of the quit claim deed all county certificates on the property sold.

Approved by the Land Records Committee this 11th day of February, 2014.

Offered and passage moved by: Denny Thompson, Sonny Paszak, Jim Intrepidi and Michael Timmons.

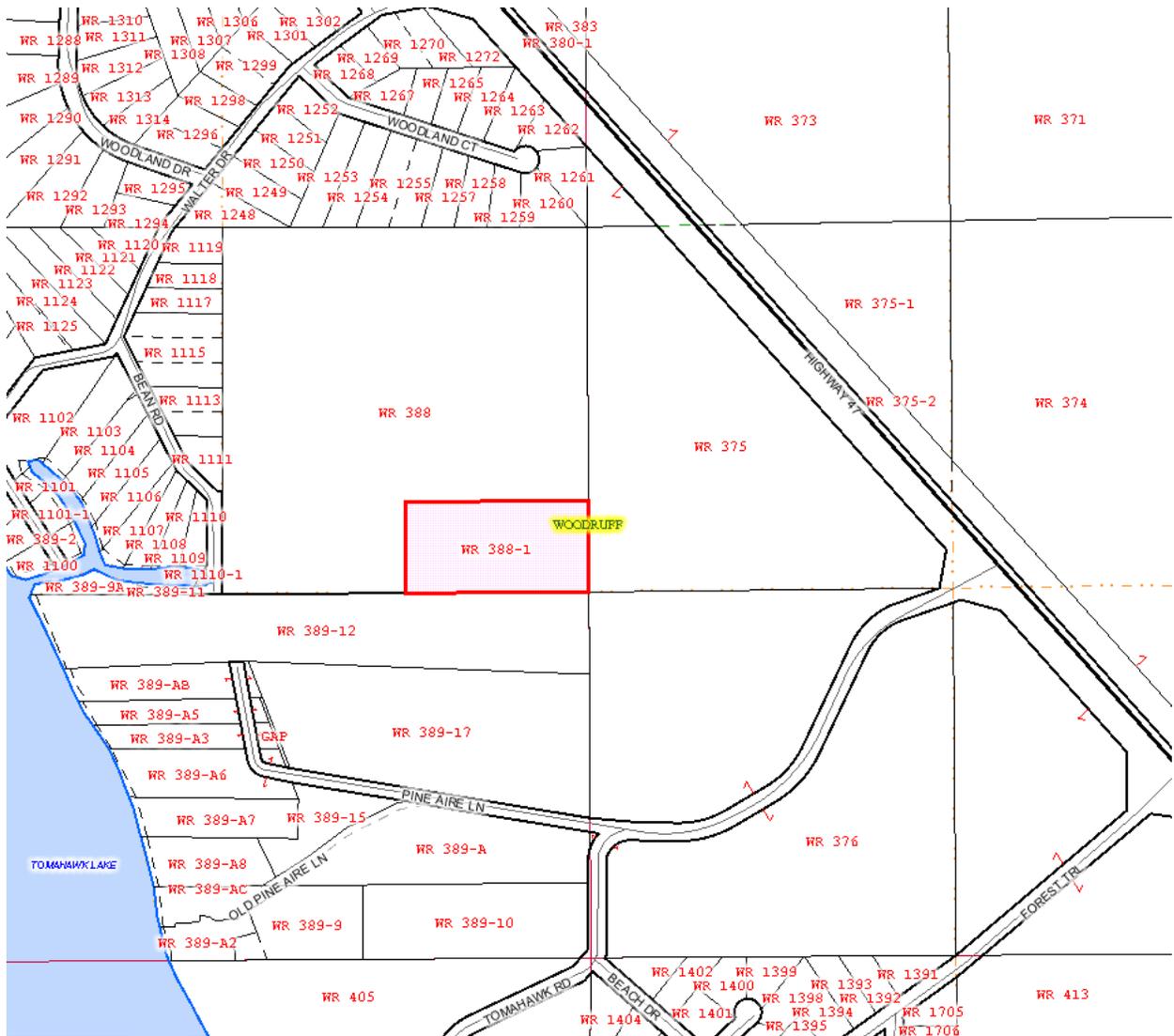
**EXHIBIT A**

**Parcel Identification Number: WR 388-1, Town of Woodruff**

**Purchase Amount: \$12,000.00 plus \$30.00 recording fee.**

**Purchaser: State of Wisconsin, Department of Natural Resources, PO Box 7921, Madison WI 53707.**

**The South half (S<sup>1/2</sup>) of the Southeast (SE<sup>1/4</sup>) of the Northeast quarter (NE<sup>1/4</sup>) of the Southeast quarter (SE<sup>1/4</sup>), Section 29, Township 39 North, Range 7 East, Town of Woodruff, Oneida County, WI.**



**RESOLUTION #14 – 2014:** 19 Ayes, 0 Nays, 1 Absent - Vandervest  
**STUDENT REPRESENTATIVE:** 2 Ayes  
**RESOLUTION #14-2014:** adopted.

**RESOLUTION #15-2014**

Resolution offered by Supervisors of the Public Safety Committee  
 Resolved by the Board of Supervisors of Oneida County, Wisconsin:

**WHEREAS**, the Wisconsin State Legislature has determined that a parents rights to their child be terminated if that child has been placed out of the parental home for 15 of the last 22 months; and

**WHEREAS**, Oneida County currently has multiple termination of parental rights cases that are required to be prosecuted under Wisconsin state statutes; and

**WHEREAS**, the Oneida County Corporation Counsel has a an employee on medical leave in their office increasing the workload for the two attorneys, and

**WHEREAS**, Oneida County Code s. 1.39(1)(a) reads:

*“Emergency or Conflict of Interest. In the event of an emergency, a conflict of interest or an appearance of a conflict of interest which may require the retainer of outside legal counsel, the chairpersons of the County Board, the Chairperson of Finance Committee and the Chairperson of the committee of jurisdiction, or in the absence of any chairperson, the vice chairperson, shall immediately meet with the Corporation Counsel, or in his/her absence, an Assistant Corporation Counsel, to determine whether an emergency exists requiring the immediate retainer of independent legal counsel. If such determination is made, the County Board Chair is authorized to make such retainer. The Chair shall thereafter inform the members of the County Board in writing. The retainer shall remain in effect until it is reviewed and approved at the next meeting of the County Board.”*

**WHEREAS**, given the current workload of the Corporation Counsel Office and the time involved in prosecuting termination of parental rights cases, the County Board Chairman, Administration Committee Chairman (formerly Finance Committee) and the Public Safety Committee chairman have all agreed that an emergency exists as set forth in Oneida County Code s. 1.39 and have approved the hiring of outside counsel, and

**WHEREAS**, Attorney Nancy Miller, a termination of parental rights specialist, has been hired to prosecute at least two outstanding termination of parental rights cases; and

**WHEREAS**, the State of Wisconsin may provide reimbursement to Oneida County for 40% of the funds expended under the above referenced contract with Attorney Miller (a application for funds needs to be prepared, submitted and approved); and

**WHEREAS**, Corporation Counsel office has been granted an initial budget of \$20,000 for payment of services provided by Attorney Miller under the above referenced contract, with money being transferred from the contingency fund; and

**NOW, THEREFORE, BE IT RESOLVED**, that Oneida County Board of Supervisors does hereby ratify the hiring of Attorney Miller, for termination of parental rights services, for the reasons stated above; and

**BE IT FURTHER RESOLVED**, that an initial budget of \$20,000 be allocated for payment, with money being transferred from the contingency fund, under the terms of the above referenced contract and that if further funds become necessary the County Board will have the sole authority to determine what, if any, further funding will be provided;

**BE IT FURTHER RESOLVED**, that the Corporation Counsel and Director of Social Services execute any necessary agreements with the State of Wisconsin that are required to receive the reimbursement of 40% of the funds paid to Attorney Miller under the terms of the above referenced contract.

Offered and passage moved by: Bob Metropulos, David Hintz, Michael Timmons and William Fried.

**RESOLUTION #15-2014**: 19 Ayes, 0 Nays, 1 Absent – Vandervest.

**STUDENT REPRESENTATIVE**: 2 Ayes.

**RESOLUTION #15-20014**: adopted.

**RESOLUTION #16-2014**

Joint Resolution offered by Supervisors of the Administration Committee and Public Safety Committee.

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

**WHEREAS**, the Oneida County Sheriff's Office provides for the protection of the safety and welfare of the people and visitors of Oneida County through the establishment of an E911 Center, and

**WHEREAS**, the existing Oneida County telephone system is integrated into the E911 Center and Public Safety Answering Point (PSAP) and the phone system is used to answer 911 phone calls for citizens who require emergency services, and

**WHEREAS**, Oneida County is in the process of replacing the telephone system and needs to integrate the new telephone system with the E911 Center PSAP, and

**WHEREAS**, the E911 Center PSAP currently utilizes an integrated console system for the public safety radio system and the console is capable of being integrated with the proposed new telephone system with the E911 Center, and

**WHEREAS**, the Administration and Public Safety Committees request authorization to proceed with the integration of the console to the E911 Center PSAP with the new Oneida County telephone system as identified in the attached fiscal impact statement, with costs not to exceed \$98,898.

**NOW, THEREFORE, BE IT RESOLVED:** The Oneida County Board of Supervisors hereby authorizes the Administration and Public Safety Committees to proceed with the console phone integration for a cost not to exceed \$98,890 with \$72,590 to be transferred from the general fund and \$26,300 in existing funds from available budget sources.

Offered and passage moved by: Bob Metropulos, David Hintz, William Fried and Michael Timmons.

### Fiscal Impact Statement

|  |                  |
|--|------------------|
| <b>Estimated Project Cost</b>                | <b>98,890.00</b> |
| Emergency Management Cont.<br>Appropriations | 6,300.00         |
| Phase II Radio Project                       | 20,000.00        |
| General Fund                                 | 72,590.00        |

Per Brian Desmond, Corporation Counsel, – 2/3 Vote needed (14 Aye votes to pass).

**ROLL CALL VOTE:** 18 Ayes, 1 Nay - Fried, 1 Absent- Vandervest.

**STUDENT REPRESENTATIVE:** 2 Ayes.

**RESOLUTION #16-2014:** adopted.

Supervisor Rudolph introduced Erica Brewster, U.W. Extension who in turn introduced Tracy Beckman and Cheryl Boyd of Northwoods saves is a non-profit organization that helps people in the community to learn how to budget and plan for future goals. It is a free service that is provided for the community. Northwoods Saves resources for the community entails financial coaching, setting goals, set budgets, find new sources of income and give referrals. All this helps people in the community become more stable and relieve stress of money issues and look for future goals. This Resolution acknowledges and proclaims the week of February 24 – March 1, 2014 as America/Northwoods Saves week.

#### **RESOLUTION #17-2014**

Resolution offered by Supervisors of the Conservation & UW Extension Committee  
Resolved by the Board of Supervisors of Oneida County, Wisconsin:

**WHEREAS**, personal and household savings is fundamental to Oneida County's stability and vitality; and

**WHEREAS**, adequate emergency savings, retirement funds, and safe debt-income ratios are critical components of personal financial security; and

**WHEREAS**, America Saves is a national social marketing campaign to persuade, encourage, and motivate Americans to take financial action in building wealth through saving money and reducing debt;

**WHEREAS**, Northwoods Saves is a partner in the America Saves campaign and is committed to helping Northwoods residents take immediate financial action to Build Wealth, Not Debt;

**NOW, THEREFORE, BE IT RESOLVED**, the Oneida County Board does hereby proclaim the week of February 24 – March 1, 2014 as AMERICA/NORTHWOODS SAVES WEEK.

**AND WE DO HEREBY**, call upon all citizens to take action to save by increasing 401k contributions, starting or increasing an emergency fund, challenging fellow employees or customers to save or take other positive wealth building action during AMERICA/NORTHWOODS SAVES WEEK, and pledge to sustain that action during the following year.

Approved by the Conservation and UW Extension Committee this 10<sup>th</sup> day of February, 2014  
Offered and passage moved by: Tom Rudolph, Bob Martini, Bob Mott and Jim Intrepidi.

**ROLL CALL VOTE:** 19 Ayes, 0 Nays, 1 Absent – Vandervest.

**STUDENT REPRESENTATIVES:** 2 Ayes.

**RESOLUTION # 17-2014:** adopted.

**MOTION/SECOND: Cushing/J.Sorensen** to suspend the rules for Resolution #18-2014 - County Ordinance 2.03(1)(c). All “aye” on voice vote, motion carries. ) – *(After being endorsed by committee members, the resolution shall be forwarded to the Corporation Counsel who will then determine if the Board has the legal authority to adopt the action proposed and indicate such in the area provided. The resolution shall then be filed with the County Clerk's office but not later than 9:00 a.m. on the Thursday preceding the first day of the Board meeting at which it is to be considered. All resolutions must be filed in both an electronic format and a hard (paper) copy to be considered timely. The Clerk shall provide copies of the same to Board members and other interested parties on the next business day or as soon thereafter as practicable).*

**RESOLUTION # 18-2014**

Resolution offered by Labor Relations Employee Services Committee.

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

**WHEREAS**, the Social Services Family Care Committee recommended to the Labor Relations Employee Services Committee that Ms. Mary Rideout be appointed as the Social Services Director, and

**WHEREAS**, the Labor Relations Employee Services Committee has appointed Ms. Mary Rideout as the Social Services Director, subject to confirmation by the Oneida County Board of Supervisors, and

**WHEREAS**, no additional departmental funding is needed due to existing departmental vacancies.

**NOW, THEREFORE, BE IT RESOLVED**, that the Oneida County Board of Supervisors hereby confirms the appointment of Ms. Mary Rideout as the Social Services Director under the following conditions:

1. The effective date of the appointment shall be February 18, 2014, and
2. For compensation purposes, Ms. Rideout shall be placed at Step 7, Grade Level 19 on the Non-represented Classification and Pay Plan.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that an amendment has been made to the County budget for fiscal year 2014 to meet all projected costs for the position as set forth in the fiscal impact statement which is attached hereto and made a part hereof.

Approved by the Labor Relations Employee Services Committee this 12th day of February 2014.

Offered and passage moved by: Sonny Paszak and Scott Holewinski

**ROLL CALL VOTE:** 19 Ayes, 0 Nays, 1 Absent – Vandervest.

**STUDENT REPRESENTATIVE:** 2 Ayes.

**RESOLUTION # 18-2014:** adopted.

**RESOLUTION #19-2014**

Resolution offered by the Supervisors of the Labor Relations Employee Services Committees.  
Resolved by the Board of Supervisors of Oneida County, Wisconsin:

**WHEREAS**, the Highway and Solid Waste Departments continue to look and make changes to create better efficiencies, services and cost savings with the merger of the two departments; and

**WHEREAS**, the Highway Commissioner/Solid Waste Director and the Human Resources Director developed a reorganization of Highway and Solid Waste Department staff due to upcoming retirements; and

**WHEREAS**, the Public Works and the Solid Waste/Buildings and Grounds Committees did support the proposed reorganization of Highway and Solid Waste Department staff and did recommend the reorganization to the Labor Relations Employee Services Committee; and

**WHEREAS**, the Labor Relations Employee Services Committee did agree and approve the reorganization of Highway and Solid Waste Department staff due to upcoming retirements.

**NOW, THEREFORE, BE IT RESOLVED, by** the Oneida County Board of Supervisors:

Effective April 28, 2014, increase the 60% Solid Waste Account Technician position to 100%, with 65% being charged to Solid Waste and the additional 35% charged to the Highway Department budget for purposes of training incumbent employee on Highway Department functions in preparation for retirement/elimination of Highway Officer Manager position. Upon the retirement of the incumbent Office Manager this position's percentage of time for each department will be adjusted according to the needs of each department.

Eliminate Highway Officer Manager position upon retirement of incumbent employee.

Create an Account Technician position at the Highway Department to replace the Office Manager position. Train incumbent employee to take over account technician duties of the Officer Manager position prior to retirement of incumbent employee.

Eliminate the Highway Department Secretary position when incumbent employee takes over newly created account technician duties above.

Change Solid Waste Account Technician to Payroll/Account Technician upon elimination of Highway Secretary position.

Eliminate the next three vacant Equipment Operator I positions at the Highway Department

Future vacant Equipment Operator I positions will be changed to Equipment Operator I/Mechanic positions to create more flexibility at the Highway Department.

Overall this will eliminate .6 percent of an administrative position at the Highway Department.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that the savings will be placed in the General Fund as set forth in the fiscal impact statement which is attached hereto and made a part hereof.

Approved by the Labor Relations Employee Services Committee this 12<sup>th</sup> day of February, 2014.

Offered and passage moved by: Ted Cushing, Scott Holewinski, William Fried, sonny Paszak and Carol Pederson.

| ONEIDA COUNTY  |                        |                                   |              |              |
|--|------------------------|-----------------------------------|--------------|--------------|
| FISCAL IMPACT  |                        |                                   |              |              |
| ADD 40% ACCOUNT TECHNICIAN TO HIGHWAY & LANDFILL, UPON RETIREMENT ELIMINATE OFFICE MANAGER<br>ELIMINATE SECRETARY, CREATE ACCOUNT TECHNICIAN |                        |                                   |              |              |
| 2013 Wage Rates, 2014 Fringe Benefit Rates   |                        |                                   |              |              |
|  | Annual Cost            | Additional Cost                   | 4/28/14 Cost | 4/28/14 Cost |
|  | Highway                | Landfill                          | Highway      | Landfill     |
|  | 35% Account            | 5% Account                        | 35% Account  | 5% Account   |
| Add .4 FTE Account Technr  | Technician             | Technician                        | Technician   | Technician   |
| Wages  | 11,158                 | 1,594                             | 7,639        | 1,091        |
| Social Security  | 854                    | 122                               | 585          | 84           |
| Retirement   | 781                    | 112                               | 535          | 76           |
| Health Ins-Maximum   | 7,484                  | 1,069                             | 5,124        | 732          |
| Life Ins-Estimated   | 26                     | 4                                 | 18           | 3            |
| Income Continuation Ins  | 28                     | 4                                 | 19           | 3            |
| Workers Comp   | 16                     | 2                                 | 11           | 2            |
|  | 20,347                 | 2,907                             | 13,931       | 1,991        |
|  |                        | 23,254                            |              | 15,922       |
|  | <b>Annual</b>          |                                   |              |              |
| <b>Eliminate Highway Office Manager</b>  |                        |                                   |              |              |
| Wages  | (61,276)               |                                   |              |              |
| Social Security  | (4,688)                |                                   |              |              |
| Retirement   | (4,289)                |                                   |              |              |
| Health Ins-Incumbant   | (14,778)               |                                   |              |              |
| Life Ins-Incumbant   | (423)                  |                                   |              |              |
| Income Continuation Ins  | (155)                  |                                   |              |              |
| Workers Comp   | (86)                   |                                   |              |              |
|  | (85,695)               | (85,695)                          |              |              |
| <b>Eliminate Highway Secretary, Create Account Technician</b>  |                        |                                   |              |              |
|  |                        | <b>100 % Account</b>              |              |              |
|  | <b>Highway Secreta</b> | <b>Technician-Frozen pay rate</b> |              |              |
| Wages  | (41,809)               | 41,809                            |              |              |
| Social Security  | (3,198)                | 3,198                             |              |              |
| Retirement   | (2,927)                | 2,927                             |              |              |
| Health Ins-Incumbant   | (21,471)               | 21,471                            |              |              |
| Life Ins-Incumbant   | (76)                   | 76                                |              |              |
| Income Continuation Ins  | (105)                  | 105                               |              |              |
| Workers Comp   | (59)                   | 59                                |              |              |
|  | (69,645)               | 69,645                            |              |              |
|  |                        | (0)                               |              |              |
|  |                        | (62,441)                          |              |              |
| Highway Revenue Source: Charges to State and County  |                        |                                   |              |              |
| Landfill Revenue Source: Fees for Service  |                        |                                   |              |              |

| ONEIDA COUNTY<br>FISCAL IMPACT   |                    |                    |
|--|--------------------|--------------------|
| ELIMINATE 3 EQUIPMENT OPERATOR POSITIONS<br>FUTURE EQUIPMENT OPERATOR VACANCIES TO BE REPLACED WITH EQ OPERATOR/MECHANIC |                    |                    |
| 2013 Wage Rates, 2014 Fringe Benefit Rates   |                    |                    |
|  | Annual Cost        |                    |
| Eliminate  | Equipment Operator |                    |
| Wages  | (39,335)           |                    |
| Social Security  | (3,009)            |                    |
| Retirement   | (2,753)            |                    |
| Health Ins-Maximum   | (21,471)           |                    |
| Life Ins-Estimated   | (100)              |                    |
| Income Continuation Ins  | (100)              |                    |
| Workers Comp   | (1,003)            |                    |
|  | (67,772)           |                    |
| 3 Positions  | 3                  |                    |
|  | (203,315)          |                    |
| Change from Equipment Operator to Equipment Operator/Mechanic  |                    |                    |
|  | Eq Op/Mechanic     | Equipment Operator |
| Wages  | 40,154             | (39,335)           |
| Social Security  | 3,072              | (3,009)            |
| Retirement   | 2,811              | (2,753)            |
| Health Ins-Maximum   | 21,471             | (21,471)           |
| Life Ins-Estimated   | 100                | (100)              |
| Income Continuation Ins  | 103                | (100)              |
| Workers Comp   | 1,024              | (1,003)            |
|  | 68,735             | (67,772)           |
| Increase due to change per position  |                    | 963                |
| Revenue Source: Charges to State and County  |                    |                    |

**ROLL CALL VOTE:** 17 Ayes, 2 Nays –Mott and Metropulos, 1 Absent – Vandervest.

**STUDENT REPRESENTATIVES:** 2 Ayes

**RESOLUTION # 19-2014:** adopted.

Charles Carlson addressed the County Board stating structure determines fair pay schedules for all employees. Unions determined pay schedules before Act 10. Resolution #20-2014 includes two separate pay scales for exempt and non-exempt employees. Exempt – being salaried employees and Non- Exempt being hourly compensated. The new pay schedules will include a job performance review. Some CB members seemed concern about employee moral and if the employee's received any input. But Carlson stated " you are not in the happiness business". Carlson feels these pay schedules are fair. Carlson stated there is 12 pay grades for exempt employees, 8 for new employees and 11 for non-exempt employees. Employees have the opportunity to appeal if they found their placement in the grade scale incorrect stating any type of

pay rate system is a work in progress, there is room for changes. More discussion took place among Carlson and the County Board Members.

**MOTION/SECOND: Cushing/Martini** to suspend the rules for Resolution #20-2014 - County Ordinance 2.03(1)(c). All "aye" on voice vote, motion carries. ) – *(After being endorsed by committee members, the resolution shall be forwarded to the Corporation Counsel who will then determine if the Board has the legal authority to adopt the action proposed and indicate such in the area provided. The resolution shall then be filed with the County Clerk's office but not later than 9:00 a.m. on the Thursday preceding the first day of the Board meeting at which it is to be considered. All resolutions must be filed in both an electronic format and a hard (paper) copy to be considered timely. The Clerk shall provide copies of the same to Board members and other interested parties on the next business day or as soon thereafter as practicable).*

**RESOLUTION #20-2014**

Resolution offered by the Supervisors of the Labor Relations Employee Services Committee. Resolved by the Board of Supervisors of Oneida County, Wisconsin:

**WHEREAS**, changes in Wisconsin's labor relations law have made it prudent for the County to review its pay plans and develop a uniform method for compensating its employees; and

**WHEREAS**, the County acknowledges its obligation to collectively bargain with those general municipal employees represented by a collective bargaining unit over the increase in total base wages, as defined by statute and/or administrative code, but retains the right to establish other methods of compensation including, but not limited to: overtime, premium pay, merit pay, performance pay, supplemental compensation, pay schedules, and automatic pay progressions; and,

**WHEREAS**, the County has retained the services of Carlson Dettmann Consulting L.L.C., hereinafter "Consultant", to study and analyze the current compensation plans, and to develop recommendations regarding future compensation plans for the County's employees; and,

**WHEREAS**, the Labor Relations Employee Services Committee, hereinafter "Committee", accepted the recommendations made by the Consultant to replace the existing County employee compensation structures, excepting the employee compensation structure for the Deputy Sheriff Association and compensation structure for the County's Elected Officials, with a new employee compensation structure consisting of twelve pay grades, with six steps and a pay for performance range for the Exempt employees attached hereto as "Attachment A" and a new employee compensation plan with eight pay grades and eleven steps each for the Non-exempt employees attached hereto as "Attachment B"; and,

**WHEREAS**, the Committee recommends an implementation strategy of moving employees to the step that provides at least an increase in pay except for employees above the max for their recommended pay grade; and

**WHEREAS**, consistent with past action when implementing a compensation study, when moving employees to the step that provides an increase, if such increase is not a minimum of fifteen cents above the employee's current wage, fifteen cents will be added to the wage step only for employees below the Control Point; and,

**WHEREAS**, there is no recommendation to cut the base pay of any existing employee as part of the implementation of the compensation study; and

**WHEREAS**, the Committee will conduct a formal Position Classification Review Process as set forth in "Attachment C", which is attached hereto, for employees to request a review of their position grading; and,

**WHEREAS**, movement within the pay grade will consist of receiving a satisfactory performance evaluation with steps 1 through 6 every year, and every two years thereafter for the remaining steps, exceptions to this procedure must be approved by the Committee; and,

**WHEREAS**, the Committee recommends that the Committee can hire up to step 6, and a higher starting wage requires County Board approval; and,

**WHEREAS**, the Committee recommends that due to compression issues within the Sheriff's Department, all management positions within the Sheriff's Department be increased from

1950 to 2080 hours per year for salary purposes with benefits to remain based on a 1950 hour per year schedule; and,

**WHEREAS**, the Consultant has recommended that the Committee continue to make efforts in reducing the County's cost of the group health insurance plan, the Committee will continue to work with plan design changes and premiums to maintain or reduce the cost of the group health insurance plan; and,

**WHEREAS**, the Committee recommends that these new employee compensation structures, as described above be implemented as of March 1, 2014; and

**NOW, THEREFORE, BE IT RESOLVED**, the Oneida County Board of Supervisors hereby authorizes and directs the adoption and implementation of the recommendation made by the Consultant to replace the existing employee compensation structures, excepting the employee compensation structure for the Deputy Sheriff Association and the compensation structure for the County's Elected Officials, with new employee compensation structures (Attachment A & B) consisting of twelve pay grades, with six steps and a pay for performance range for the Exempt employees attached hereto as "Attachment A" and a new employee compensation plan with eight pay grades and eleven steps each for the Non-exempt employees effective March 1, 2014; and,

**BE IT FURTHER RESOLVED**, that all prior pay plans for the affected employees are hereby rescinded and abolished effective 11:59 p.m. February 28, 2014; and

**BE IT FURTHER RESOLVED**, the implementation of these compensation structures will be accomplished by moving employees to the step that provides at least an increase in pay except for employees above the max for their recommended pay grade; and,

**BE IT FURTHER RESOLVED**, that when moving employees to the step that provides an increase, if such increase is not a minimum of fifteen cents above the employee's current wage, fifteen cents will be added to the wage step only for employees below the Control Point; and,

**BE IT FURTHER RESOLVED**; movement within the pay grades will consist of receiving a satisfactory evaluation, with steps 1 through 6 being every year, and every two years thereafter for the remaining steps, exceptions to this procedure must be approved by the Labor Relations Employee Services Committee; and,

**BE IT FURTHER RESOLVED**, that any employee whose rate of pay as of March 1, 2014 exceeds the maximum adopted rate for their position's pay grade shall have their wages frozen ("red circled") until such time that the pay structure, through future amendments, meets or exceeds their rate of pay as of March 1, 2014; and,

**BE IT FURTHER RESOLVED**, that the Committee recommends that the Committee can hire up to step 6, and a higher starting wage requires County Board approval; and

**BE IT FURTHER RESOLVED**, that due to compression issues within the Sheriff's Department, all management positions within the Sheriff's Department be increased from 1950 to 2080 hours per year for salary purposes with benefits to remain being calculated on a 1950 hour per year schedule; and,

**BE IT FURTHER RESOLVED**, that the Consultant has recommended that the Committee continue to make efforts in reducing the County's cost of the group health insurance plan, the Committee will continue to work with plan design changes and premiums to maintain or reduce the cost of the group health insurance plan; and,

**BE IT FURTHER RESOLVED**, should any provision of this plan be found to be in violation of law, or order of a court of competent jurisdiction, all other provisions of this plan shall remain in full force and effect; and,

**BE IT FURTHER RESOLVED**, that the Committee's determinations regarding position grading after the Position Classification Review Process are final, but position grading may be modified in the future for good and substantial reasons as determined by the County Board; and,

**BE IT FINALLY RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that an amendment has been made to the County budget for fiscal year 2014 as set forth in the fiscal impact statement which is attached hereto and made a part hereof with money to come from the contingency fund.

Approved by the Labor Relations Employee Services Committee this 12<sup>th</sup> day of February, 2014.  
Offered and passage moved by: Sonny Paszak and Scott Holewinski.

Oneida County  
Grade Order List - Exempt Structure

| Job Title                | Department          | Recomm. Status | Grade | Control Pt.   |              |              |              |              |               | Pay for Performance | Maximum |
|--------------------------|---------------------|----------------|-------|---------------|--------------|--------------|--------------|--------------|---------------|---------------------|---------|
|                          |                     |                |       | 87.5% Minimum | 90.0% Step 2 | 92.5% Step 3 | 95.0% Step 4 | 97.5% Step 5 | 100.0% Step 6 |                     |         |
| CO AUDITOR/FINANCE DIR   | FINANCE DEPARTMENT  | E              | S     | \$34.59       | \$35.58      | \$36.57      | \$37.55      | \$38.54      | \$39.53       | →                   | \$47.44 |
| CORPORATION COUNSEL-F-T  | CORPORATION COUNSEL | E              |       |               |              |              |              |              |               |                     |         |
| HUMAN RESOURCES DIR      | LRRES               | E              |       |               |              |              |              |              |               |                     |         |
| SOCIAL SERV DIR.-F-T.    | SOCIAL SERVICES     | E              |       |               |              |              |              |              |               |                     |         |
| DATA PROCESS DIRECTOR    | ITS                 | E              | R     | \$32.39       | \$33.32      | \$34.24      | \$35.17      | \$36.09      | \$37.02       | →                   | \$44.42 |
| HIGHWAY COMMISSIONER-FT  | HIGHWAY             | E              | Q     | \$30.92       | \$31.81      | \$32.69      | \$33.57      | \$34.46      | \$35.34       | →                   | \$42.41 |
| CHIEF DEPUTY-F-T.        | SHERIFF DEPARTMENT  | E              |       |               |              |              |              |              |               |                     |         |
| ASSIST CORP COUNSEL I    | CORPORATION COUNSEL | E              | P     | \$29.45       | \$30.29      | \$31.14      | \$31.98      | \$32.82      | \$33.66       | →                   | \$40.39 |
| ASST CORPORATION COUNSEL | CORPORATION COUNSEL | E              |       |               |              |              |              |              |               |                     |         |
| PUBLIC HEALTH DIR.-F-T.  | PUBLIC HEALTH       | E              | O     | \$27.98       | \$28.78      | \$29.58      | \$30.38      | \$31.18      | \$31.98       | →                   | \$38.38 |
| ZONING ADMINISTRATOR-FT  | PLANNING & ZONING   | E              |       |               |              |              |              |              |               |                     |         |
| BUILDING & GROUNDS DIR   | BUILDING & GROUNDS  | E              | N     | \$26.51       | \$27.27      | \$28.03      | \$28.79      | \$29.54      | \$30.30       | →                   | \$36.36 |
| LEAD FINANCIAL SPRT SUP  | SOCIAL SERVICES     | E              |       |               |              |              |              |              |               |                     |         |
| LIEUT/911 COORDINATOR    | SHERIFF DEPARTMENT  | E              |       |               |              |              |              |              |               |                     |         |
| PATROL LIEUTENANT        | SHERIFF DEPARTMENT  | E              |       |               |              |              |              |              |               |                     |         |
| AGING PROGRAMS DIRECTOR  | DEPT ON AGING       | E              | M     | \$25.05       | \$25.77      | \$26.48      | \$27.20      | \$27.91      | \$28.63       | →                   | \$34.36 |
| DIRECTOR FORESTRY        | FORESTRY DEPARTMENT | E              |       |               |              |              |              |              |               |                     |         |
| EMERGENCY MGNMT DIR      | EMERGENCY MGMT      | E              |       |               |              |              |              |              |               |                     |         |
| LAND INFO DIRECTOR       | LAND INFORMATION    | E              |       |               |              |              |              |              |               |                     |         |
| NETWORK ANALYST          | ITS                 | E              |       |               |              |              |              |              |               |                     |         |
| SOCIAL WORK SUPER-F-T.   | SOCIAL SERVICES     | E              |       |               |              |              |              |              |               |                     |         |
| SUPPORT PRGMS SUPERVISR  | SOCIAL SERVICES     | E              |       |               |              |              |              |              |               |                     |         |

Oneida County  
Grade Order List - EXEMPT STRUCTURE

| Job Title                    | Department          | Recomm. Status | Grade | Minimum |         |         |         |         |         | Control Pt. | Pay for Performance | Maximum |
|------------------------------|---------------------|----------------|-------|---------|---------|---------|---------|---------|---------|-------------|---------------------|---------|
|                              |                     |                |       | 87.5%   | 90.0%   | 92.5%   | 95.0%   | 97.5%   | 100.0%  |             |                     |         |
| ASST PUB HLTH DIRECTOR       | PUBLIC HEALTH       | E              | L     | \$23.58 | \$24.26 | \$24.93 | \$25.60 | \$26.28 | \$26.95 | →           | \$32.34             |         |
| ASST. FOREST DIRECTOR        | FORESTRY DEPARTMENT | E              |       |         |         |         |         |         |         |             |                     |         |
| ASST. ZONING ADMIN.-F.T      | PLANNING & ZONING   | E              |       |         |         |         |         |         |         |             |                     |         |
| COUNTY CONSERVATIONIST       | LAND CONSERVATION   | E              |       |         |         |         |         |         |         |             |                     |         |
| JAIL ADMINISTRATOR           | SHERIFF DEPARTMENT  | E              |       |         |         |         |         |         |         |             |                     |         |
| MEDICAL EXAMINER             | MEDICAL EXAMINER    | E              |       |         |         |         |         |         |         |             |                     |         |
| MGMT. SVCS ADMINISTRATR      | SHERIFF DEPARTMENT  | E              |       |         |         |         |         |         |         |             |                     |         |
| PATROL SUPER/HIGHWAY         | HIGHWAY             | E              |       |         |         |         |         |         |         |             |                     |         |
| PATROL SUPER/SOLID WAST      | SOLID WASTE         | E              |       |         |         |         |         |         |         |             |                     |         |
| ASSISTANT DIRECTOR           | DEPT ON AGING       | E              | K     | \$22.11 | \$22.74 | \$23.37 | \$24.01 | \$24.64 | \$25.27 | →           | \$30.32             |         |
| ASSISTANT JAIL ADMINISTRATOR | SHERIFF DEPARTMENT  | E              |       |         |         |         |         |         |         |             |                     |         |
| ASST FACILITIES DIRECTR      | BUILDING & GROUNDS  | E              |       |         |         |         |         |         |         |             |                     |         |
| 911 PROGRAM COORDINATOR      | SHERIFF DEPARTMENT  | E              |       |         |         |         |         |         |         |             |                     |         |
| EMPLOYEE SVCS MANAGER        | LRES                | E              |       |         |         |         |         |         |         |             |                     |         |
| GIS ANALYST                  | LAND INFORMATION    | E              |       |         |         |         |         |         |         |             |                     |         |
| PROGRAMMER/ANALYST           | ITS                 | E              |       |         |         |         |         |         |         |             |                     |         |
| SHOP SUPERINTENDENT          | HIGHWAY             | E              |       |         |         |         |         |         |         |             |                     |         |
| SOCIAL WORKER F.T.           | SOCIAL SERVICES     | E              |       |         |         |         |         |         |         |             |                     |         |
| VETERAN SERV OFFICER-FT      | VETERAN SERVICES    | E              |       |         |         |         |         |         |         |             |                     |         |
| DIETICIAN FT                 | WOMN/INFNT/CHILD    | E              | J     | \$20.64 | \$21.23 | \$21.82 | \$22.41 | \$23.00 | \$23.59 | →           | \$28.31             |         |
| HEALTH EDUCATOR              | NURSING             | E              |       |         |         |         |         |         |         |             |                     |         |
| OFFICE MANAGER-F.T.          | HIGHWAY             | E              |       |         |         |         |         |         |         |             |                     |         |
| OFFICE MANAGER-F.T.          | PLANNING & ZONING   | E              |       |         |         |         |         |         |         |             |                     |         |
| P.H. NURSE PART-TIME         | PUBLIC HEALTH       | E              |       |         |         |         |         |         |         |             |                     |         |
| PUBLIC HEALTH NURSE          | NURSING             | E              |       |         |         |         |         |         |         |             |                     |         |
| PUBLIC HEALTH NURSE          | PUBLIC HEALTH       | E              |       |         |         |         |         |         |         |             |                     |         |
| SANITARIAN                   | NURSING             | E              |       |         |         |         |         |         |         |             |                     |         |
| SOCIAL WORKER F.T.           | SOCIAL SERVICES     | E              |       |         |         |         |         |         |         |             |                     |         |
| TOBACCO CONTROL COORD        | PUBLIC HEALTH       | E              |       |         |         |         |         |         |         |             |                     |         |
| ASST PATROL SUPNTENDNT       | HIGHWAY             | E              | I     | \$19.17 | \$19.72 | \$20.27 | \$20.81 | \$21.36 | \$21.91 | →           | \$26.29             |         |
| COUNTY FORESTER/TIMBER       | FORESTRY DEPARTMENT | E              |       |         |         |         |         |         |         |             |                     |         |
| PROBATE REGISTRAR            | CIR CRT BRANCH I    | E              |       |         |         |         |         |         |         |             |                     |         |
| DEPUTY CLK OF COURT-F.T      | CLERK OF COURTS     | E              | H     | \$17.71 | \$18.22 | \$18.72 | \$19.23 | \$19.73 | \$20.24 | →           | \$24.29             |         |

Oneida County  
Grade Order List - NonExempt

Attachment B

RECOMMENDED 2014 PAY STRUCTURE

| Job Title                  | Department          | Recomm. Status | Grade | Minimum | Step 2  | Step 3  | Step 4  | Step 5  | Control Pt. | Step 7  | Step 8  | Step 9  | Step 10 | Step 11 |
|----------------------------|---------------------|----------------|-------|---------|---------|---------|---------|---------|-------------|---------|---------|---------|---------|---------|
| ADRC SPECIALIST            | DEPT ON AGING       | NE             | I     | \$19.17 | \$19.72 | \$20.27 | \$20.81 | \$21.36 | \$21.91     | \$22.46 | \$23.01 | \$23.55 | \$24.10 | \$24.65 |
| AS COORDINATOR             | LAND CONSERVATION   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| VICTIM WITNESS COORDINATOR | DISTRICT ATTORNEY   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| LAND USE SPECIALIST        | PLANNING & ZONING   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| LEAD CORRECT OFFICER       | SHERIFF DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| MECHANIC-F.T.              | HIGHWAY             | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| MECHANIC/EQUIP OPTRTR I    | HIGHWAY             | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| PARCEL MAPPING/GIS TECH    | LAND INFORMATION    | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ZONING TECHNICIAN I        | PLANNING & ZONING   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ZONING TECHNICIAN II       | PLANNING & ZONING   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ACCOUNT TECHNICIAN-I-F.T.  | FINANCE DEPARTMENT  | NE             | H     | \$17.71 | \$18.22 | \$18.72 | \$19.23 | \$19.73 | \$20.24     | \$20.75 | \$21.25 | \$21.76 | \$22.26 | \$22.77 |
| ACCOUNT TECHNICIAN-F.T.    | SOCIAL SERVICES     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| CHILD SUPPORT SPEC-F.T.    | SOCIAL SERVICES     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| COMPUTER TECHNICIAN        | ITS                 | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| COMPUTER WEB TECHNICIAN    | ITS                 | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| CORP COUNSEL SECR II       | CORPORATION COUNSEL | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| DEPUTY CO. TREASURER-FT    | TREASURER           | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ELECTRONICS MAIN TECH      | BUILDING & GROUNDS  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| EVIDENCE TECHNICIAN        | SHERIFF DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| FINANCE TECHNICIAN         | SHERIFF DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| LEAD RECORDS SPECIALIST    | SHERIFF DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| LEAD TELECOMMUNICATOR      | SHERIFF DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| OUTREACH BENEFIT SPEC      | DEPT ON AGING       | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| PAYROLL/CIVIL PROCES TEC   | SHERIFF DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| PAYROLL/PURCHASING CLER    | FINANCE DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| PSMR NETWORK SUPPORT       | SHERIFF DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| REAL PROP LISTER/ADDRES    | LAND INFORMATION    | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY I-F.T.           | VETERAN SERVICES    | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY III-F.T.         | CIR CRT BRANCH I    | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY III-F.T.         | CIR CRT BRANCH II   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY III-F.T.         | EMERGENCY MGMT      | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY III-F.T.         | PLANNING & ZONING   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY III-F.T.         | UV-EXTENSION        | NE             |       |         |         |         |         |         |             |         |         |         |         |         |

Oneida County  
Grade Order List - NonExempt

RECOMMENDED 2014 PAY STRUCTURE

| Job Title               | Department          | Recomm. Status | Grade | Minimum | Step 2  | Step 3  | Step 4  | Step 5  | Control Pt. | Step 7  | Step 8  | Step 9  | Step 10 | Step 11 |
|-------------------------|---------------------|----------------|-------|---------|---------|---------|---------|---------|-------------|---------|---------|---------|---------|---------|
| ACCOUNT CLERK I-F.T.    | SOCIAL SERVICES     | NE             | 6     | \$16.24 | \$16.70 | \$17.17 | \$17.63 | \$18.10 | \$18.56     | \$19.02 | \$19.49 | \$19.95 | \$20.42 | \$20.88 |
| ACCOUNT CLERK II-F.T.   | NURSING             | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ACCOUNT CLERK II-F.T.   | SOCIAL SERVICES     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ACCOUNT CLERK II-P.T.   | DEPT ON AGING       | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ACCOUNT CLERK III-F.T.  | FORESTRY DEPARTMENT | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ACCOUNT TECHNICIAN PT   | SOLID WASTE         | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| AIDE-SOCIAL SERVICES-FT | SOCIAL SERVICES     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ASST REAL PROP LIST-F.T | LAND INFORMATION    | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ASST. REGISTER PROBATE  | CIR CRT BRANCH 1    | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| CIVIL/FAMILY COURT CLK  | CLERK OF COURTS     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| CORP COUNSEL SEC I      | CORPORATION COUNSEL | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| CORRECTION OFFICER-F.T. | SHERIFF DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| CRIMINAL CLERK OF COURT | CLERK OF COURTS     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| DEP. REG. DEED II-F.T   | REGISTER OF DEEDS   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| DEPUTY COUNTY CLERK II  | COUNTY CLERK        | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| DEPUTY TREASURER        | TREASURER           | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| 9111 TELECOMMUNICATOR   | SHERIFF DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ECONOMIC SUPPORT SPEC   | SOCIAL SERVICES     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| EMPLOYEE SVCS ASSISTANT | LRES                | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| EQUIP. OPERATOR I-F.T.  | HIGHWAY             | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| EQUIP. OPERATOR II-F.T. | HIGHWAY             | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| FAMILY COURT CLERK      | CLERK OF COURTS     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| MAINTENANCE TECH.-F.T.  | BUILDING & GROUNDS  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| PROPERTY DESC. TECH     | LAND INFORMATION    | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| RMS SUPPORT SPECIALIST  | SHERIFF DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY II-F.T.       | ITS                 | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SIGN PAINTER-F.T.       | HIGHWAY             | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SMALL CLAIMS CLERK      | CLERK OF COURTS     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SOC SER INFO SPECIALIST | SOCIAL SERVICES     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| TECHNICAL SUPPORT       | SHERIFF DEPARTMENT  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| TRAFFIC CLERK           | CLERK OF COURTS     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |

**Oneida County  
Grade Order List - NonExempt**

**RECOMMENDED 2014 PAY STRUCTURE**

| Job Title               | Department          | Recomm. Status | Grade | Minimum |         |         |         |         |             |         |         |         |         |         |
|-------------------------|---------------------|----------------|-------|---------|---------|---------|---------|---------|-------------|---------|---------|---------|---------|---------|
|                         |                     |                |       | Step 1  | Step 2  | Step 3  | Step 4  | Step 5  | Control Pt. | Step 7  | Step 8  | Step 9  | Step 10 | Step 11 |
| ACCOUNT CLERK I-F.T.    | WOMAN/INFANT/CHILD  | NE             | F     | \$14.77 | \$15.19 | \$15.61 | \$16.04 | \$16.46 | \$16.88     | \$17.30 | \$17.72 | \$18.15 | \$18.57 | \$18.99 |
| ACT/VOLUNTEER COOR. F.T | DEPT ON AGING       | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ASST. MAINTENANCE TECH  | BUILDING & GROUNDS  | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| DEP. REG OF DEED I-F.T. | REGISTER OF DEEDS   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| DEPUTY COUNTY CLERK 1   | COUNTY CLERK        | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| DEPUTY REG OF DEEDS I   | REGISTER OF DEEDS   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| ENVIRONMENTAL TECH      | NURSING             | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| FOREST MAINTENANCE TECH | FORESTRY DEPARTMENT | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| HIGHWAY SECRETARY       | FORESTRY DEPARTMENT | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| HIGHWAY SECRETARY       | HIGHWAY             | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| LANDFILL SYST TECHNICA  | SOLID WASTE         | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| LANDFILL SYST TECHNICA  | DEPT ON AGING       | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| NUTRITION/TRANSP COORD  | LAND INFORMATION    | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| PT LAND INFO AIDE       | DEPT ON AGING       | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY I-F.T.        | UV-EXTENSION        | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY I-F.T.        | DISTRICT ATTORNEY   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY I-F.T.        | PLANNING & ZONING   | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY I-F.T.        | PUBLIC HEALTH       | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| SECRETARY I-F.T.        | PUBLIC HEALTH       | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| CLEANING TECHNICIAN     | BUILDING & GROUNDS  | NE             | E     | \$13.67 | \$14.06 | \$14.45 | \$14.84 | \$15.23 | \$15.62     | \$16.01 | \$16.40 | \$16.79 | \$17.18 | \$17.57 |
| SOC SER SECRETARY       | SOCIAL SERVICES     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| TYPIST I-F.T.           | SOCIAL SERVICES     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| TYPIST II-P.T.          | SOCIAL SERVICES     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| TYPIST III-F.T.         | PUBLIC HEALTH       | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| TYPIST III-F.T.         | SOCIAL SERVICES     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |
| VACANT                  |                     |                | D     | \$12.65 | \$13.01 | \$13.38 | \$13.74 | \$14.10 | \$14.46     | \$14.82 | \$15.18 | \$15.54 | \$15.91 | \$16.27 |
| BUS DRIVER              | DEPT ON AGING       | NE             | C     | \$11.72 | \$12.05 | \$12.39 | \$12.72 | \$13.06 | \$13.39     | \$13.72 | \$14.06 | \$14.39 | \$14.73 | \$15.06 |
| TYPIST I-F.T.           | SOCIAL SERVICES     | NE             |       |         |         |         |         |         |             |         |         |         |         |         |

## ONEIDA COUNTY CLASSIFICATION AND COMPENSATION STUDY POSITION CLASSIFICATION REVIEW PROCESS

Oneida County will use the following process for review of employee position classification allocations resulting from the Classification and Compensation Study.

The process used by Carlson Dettmann Consulting, LLC (the Consultant) in conducting the classification and compensation study involved substantial employee input and administrative review. Every employee was responsible for submitting either an individual Job Description Questionnaire (JDQ) or a group JDQ. Departments were responsible for reviewing all JDQ's for accuracy and completeness. In addition to analyzing JDQ's, the Consultant interviewed department heads to obtain an overview of their organizations. Job evaluation scoring detail is available for review.

If a County department head or a staff member feels that the Consultant committed a gross error in applying the Point Factor Job Evaluation System to their position, or if the employee's job has changed significantly since the original JDQ response, then the department head or the employee may supply additional information and ask for a re-evaluation.

### GRADE REVIEW GUIDELINES

#### *Basis for Position Classification Review*

Classification Grade reviews must be focused on the JDQ. If the department head or the employee believes a job has been incorrectly graded, the department head or the employee must read through the relevant JDQ's and determine the areas they feel were evaluated incorrectly. Any comparisons with other positions must be based on documented evidence submitted by the requestor.

The department head must review, comment, and sign off on the Position Classification Review submittals from an employee. The LRES Department will review all Position Classification Review submittals to ensure guidelines are met before forwarding them to the Consultant.

**Note:** Matters that are not subject to position classification review include the policy decisions made by the County on market comparisons, pay structure, pay plan implementation, and related policies.

### ***How to Request a Position Classification Review***

The Committee has requested all classification review requests must be submitted by March 14, 2014. A final determination will be made by May 1, 2014.

A department head or employee wishing to review the pay grade placement of a position may do so by obtaining a "Classification Review Form" from the LRES Department. Access will be provided to the Point Factor Job Evaluation System in order to assist with the job evaluation process.

All review requests must be on the attached Position Classification Review Form. The form must include a statement of the basis of the review, which is limited to the two appropriate review criteria explained above.

If the classification review involves a claim of additional responsibilities or significant changes to the position since the completion of the JDQ, the requestor must attach a *hard copy* of the original JDQ(s), *with any changes indicated on the JDQ(s)*. Changes can either be shown in handwriting, or, if using the electronic form of the JDQ, changes should be made very clear using underlining or some other demarcation.

The Department Head must review the information provided by the requesting employee, certify that it is factual and correct, sign the Department Head review portion of the form and, at his/her discretion, provide additional comments. Department heads shall submit the completed forms to the LRES Department. The LRES Department will forward the review request to the Consultant for a recommendation.

The Consultant will consider the substance and merits of each review request and in doing so, may find it necessary to gather further information from the employee and/or supervisor. The Consultant will confer with County administration regarding the review request, and the final decision on all position classification reviews will be the responsibility of the LRES Committee.



**DEPARTMENT HEAD POSITION CLASSIFICATION REVIEW FORM**

***Department Head Review Section***

I certify that I have reviewed all factual information concerning this position classification review.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Department: \_\_\_\_\_

Department Head Signature: \_\_\_\_\_

Comments:

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**MOTION/SECOND:** Mott/Metropulos to add to Resolution #20-2014 as a “Whereas” the committee of exempt and non-exempt employees shall be formed to arrive at a fair set performance standards and a fair appeal process and whose outcome shall be shared for comment with all employees and the County Board.

Key ideas:

1. Need to set the standards used in the evaluation process which I would see as being different for different job descriptions.
2. Need to have an appeals process if movement on the compensation plan is denied.
3. My idea is that the employees whose wages depend on the system should help see that the system is fair and based on realistic standards.

Corporation Counsel, Brian Desmond states that Supervisor Mott’s amendment also needs a “Now therefore be it resolved,” paragraph 2, if you put in a “Whereas”, because it will need to be resolved by the County Board. (line 68 (Whereas) and 121(Be it further resolved ).

**ROLL CALL VOTE:** 16 Ayes, 2- Nays – Fried and Berard, 1 Absent – Vandervest – Intrepidi.

**STUDENT REPRESENTATIVE:** 1 Aye, 1 Absent - Tenderholt.

**AMENDMENT TO RESOLUTION #20-2014-** passes.

**ROLL CALL ON AMENDED RESOLUTION #20-20014:** 18 Ayes, 0 Nays, 2 Absent – Vandervest & Intrepidi.

**STUDENT REPRESENTATIVE:** 1 Aye.

**RESOLUTION #20-2014:** adopted.

**MOTION/SECOND:** Shidell/Martini to stay in open session and to authorize the Chair, or in their absence the Vice Chairs of the Land Records Committee, the Solid Waste and Building and Grounds Committee and the County Board Chair or Vice Chair to work with the Land Information Director, Corporation Counsel and Building and Ground Director and if needed a real estate attorney or specialist to negotiate the sale of 111 E. Davenport St. to Midwest Lease, LLC with a counter offer of \$225,000 cash in “As Is Condition”. Close by March 31<sup>st</sup>, 2014. Warranty Deed and Title Insurance provided by County and if rejected to authorize the above to try and negotiate a sale that would be in the best interest of the County and bring back to March County Board meeting.

**ROLL CALL VOTE ON MOTION:** 17 Ayes, 1 Nay- Rudolph, 2 Absent- Vandervest & Intrepidi.

**STUDENT REPRESENTATIVE:** 1 Aye, 1 Absent – Tenderholt.

**MOTION:** – passes.

#### **ADJOURNMENT**

**MOTION/SECOND:** Shidell/Mott to adjourn at 12:29 p.m. All “aye” on voice vote, motion carries.