

**PIERCE COUNTY
FINANCE AND PERSONNEL COMMITTEE MEETING AGENDA**

Monday, November 2, 2020 – 4:00 p.m.

Courthouse – lower level Annex Conference Room, 414 W. Main St. – Ellsworth, WI

*****or online*****

<https://countyofpierce.my.webex.com/countyofpierce.my/j.php?MTID=m14c36ff761d846cf3fd10a3c5254e9f9>

Meeting Number: 126 365 3899 Password: 456987

You can also dial in using your phone

United States: + 1 (408) 418-9388 Access Code: 126 365 3899

#	Action	Presenter
1.	Call to order 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items.	Chair
2.	Consent calendar – Discuss and take action on: 2a) Establish and approve agenda 2b) Approve minutes of Oct. 5 th & 27 th , 2020 2c) Treasurer’s report on previous months finance activities and fund balances	Members
3.	Discuss/Take action to consider increasing the County’s internet bandwidth	J. Matthys
4.	Discuss/Take action to approve proposal from Eau Claire Acoustics for the installation of acoustic sound reduction panels in the Seyforth Building & authorize a Contingency Fund transfer to the Maintenance Dept. budget to complete project	J. Matthys
5.	Discuss/Take action on Resolution No. 20-XX to Amend Personnel Policy to Eliminate statement in Temporary Highway Foreman & Equipment Operators’ Pay	B. Lawrence
6.	Discuss/Take action on Resolution No. 20-XX to pay Claims for Listing Dogs	J. Feuerhelm
7.	Discuss/Take action on Resolution No. 20-XX to pay Claims for Care of Soldiers’ Graves	J. Feuerhelm
8.	Future agenda items	Members
9.	Next meeting date: (First Monday: Dec. 7 th)	Members
10.	Adjourn	Members

Questions regarding this agenda may be directed to Jamie Feuerhelm at 715-273- 6744.

Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities requiring special accommodations for attendance at the meeting. For additional information or to make a request, contact the Administrative Coordinator at 715-273-3531, Ext. 6429.

A quorum of County Board supervisors may be present

jrf (10/29/20)

2b.

Approve minutes of:

10/05/20 *Regular*

10/27/20 *Special*

**UNAPPROVED MINUTES OF THE
FINANCE & PERSONNEL COMMITTEE MEETING HELD
October 5, 2020 – 4:00 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



**Annex Conference Room; Courthouse
414 W. Main St., ELLSWORTH, WI**

2020 – 12

1) Meeting Convened

The Pierce County Finance & Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Vice Chairman Jon Aubart called the meeting to order at 4:00 p.m.

1a) Those Present

A quorum was established acknowledging 7 members present.

Members present:

Jon Aubart	District #3	Bill Schroeder	District #14
Michael Kahlow	District #6	Jerry Kosin	District #15
Scott Bjork	District #7	Jeff Holst	District #16
Rodney Gilles	District #10		

Absent/Excused:

Physically present: Dale Auckland-Dist. #12, Jason Matthys-Administrative Coordinator, Jamie Feuerhelm-County Clerk, Brad Lawrence-Corp Counsel, Chad Johnson-Hwy Commissioner, & Ron Schmidt-Human Services Director.

Present via WebEx/Phone: Kathy Fuchs-Treasurer, Brock Geyen-Clifton/Larson/Allen Accountants, Janet Huppert-IS Director, Steve Albarado-Chief Deputy Sheriff, Becky Johnson-PH Business Manager, Allison Preble-HR Manager, Josh Solinger-Data Analyst, Ann Webb-Fair Manager, Jerry Forss-Maintenance Supervisor, John Worsing-Medical Examiner, & John McCloone-Press.

1b) Public Comment

None.

2a-c) Consent Calendar

Motion by S. Bjork/J. Kosin to approve consent calendar Items 2a through 2c to include the agenda, minutes of Sept. 8, 2020, & Treasurer's report as presented; motion carried unanimously.

3) Present & review 2021 department & agency budgets with independent auditor

B. Geyen of CLA accounting firm gave brief overview of 2021 budget & then went into further detail on various aspects of the County's debt levy & allowable increase of the tax levy. He indicated that the end budget was over by \$170,961. No action taken.

4) Discuss/Take action on Resolution 20-XX to Authorize Cancellation of Outstanding County Orders

Treasurer K. Fuchs explained that this type of resolution is addressed every year & is mandatory by Statute. It includes any checks issued by the County two or more years ago. Motion by J. Kosin/S. Bjork to accept outlawed check list, approve corresponding resolution to authorize the cancellation thereof, & forward to full County Board; motion carried unanimously by roll call vote.

5) Discuss/Take action on 2021 budget recommendations to the County Board

AC J. Matthys explained that the current budget exceeds the State levy limit by \$170,961. He presented the following suggestions to reduce the budget accordingly: Capture savings from the Human Services budget of \$29,000; remove Leave Liability Allocation of \$44,500; & apply funds of \$97,461 from Undesignated Fund. He added that those areas were financially healthy enough for next year to make these adjustments & allow the County to balance the budget & meet the State Levy requirements. Motion by J. Kosin/S. Bjork to approve the suggested recommendations made by Administration to reduce the 2021 Budget; motion carried unanimously by roll call vote.

6) Discuss/Take action to Establish 2021 Salaries and Benefits for Designated Employees

AC J. Matthys explained that the current budget allows for a 1.25% increase for the employees eligible, but the Committee could choose any amount. He added that surrounding counties varied widely in what they were proposing for increases. Motion by R. Gilles/J. Kosin to approve a resolution allowing for a 1.25% increase for salaries for designated employees; motion carried unanimously by roll call vote.

7) Discuss/Take action to Approve 2021 Tax Levy & Budget

AC J. Matthys explained that the proposed budget resolution includes the recommended adjustments discussed in Item #5. He indicated that the Operating Levy would be \$16,227,712; Debt Service of bonds \$3,223,138; County Library \$459,646; & County Aid for bridges \$200,000; for a total of \$20,110,496. Motion by M. Kahlow/S. Bjork to approve 2021 Tax Levy & Budget as presented in resolution; motion carried unanimously by roll call vote.

8) Discuss/Take action on Resolution 20-XX Authorizing the Submission of a Community Development Block Grant (CDBG) Application

AC J. Matthys explained that the Ad-Hoc committee met & reviewed three possible projects that funds could be used for. The recommendation was for County Rd. B project near Spring Valley. Motion by J. Kosin/S. Bjork to approve resolution as presented; motion carried unanimously by roll call vote.

9) Discuss/Take action on Ordinance 20-XX Amend Chapter 4, §4-45 of the Pierce County Code

Corp Counsel B. Lawrence explained that the County Board rules of the Pierce County Code have adopted Robert's Rules of Order as the rules for parliamentary practice governing proceedings. He added an updated version has been released & it is necessary for the County Code to be updated to reflect that. Motion by S. Bjork/J. Kosin to approve the proposed Ordinance to Amend Ch. 4, §4-45 of the Pierce County Code-Rules of parliamentary practice, updating the County Board Rules to reflect the 12th Edition of Robert's Rules of Order, updated in 2020; motion carried unanimously by roll call vote.

10) Discuss/Take action to extend lease to Dennis Olson of County-owned property in the Village of Ellsworth

Corp Counsel B. Lawrence explained that this was the same renewal as was done the last several years. He further explained that this Committee would need to determine if the County wants to lease the property again & if so, at what rate per acre. Motion by M. Kahlow/J. Kosin to approve the extension of 1997 lease of approx. 9.27 acres of County owned property to Mr. Dennis Olson for one year, from Dec. 17, 2020 through Dec. 16, 2021, at a rate of \$70/acre; motion carried unanimously by roll call vote.

11) Closed Session

Motion by S. Bjork/J. Kosin to go into closed session at 4:41 p.m. pursuant to §19.85 (1)(e) Wis. Stats. for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Sale of County owned property in the Town of Union. Motion carried unanimously by roll call vote.

12) Open Session

Committee returned to open session at 4:59 p.m. by motion of J. Kosin/S. Bjork; motion carried unanimously by roll call vote. No action taken.

13) **Future Agenda Items**

- Flood Plain ordinance

14) **Next Meeting Date**

Next regular meeting scheduled for Monday, Nov. 2nd, 2020 at 4:00 p.m. in the Annex Conference Room, Courthouse. Also, special meeting scheduled for Tuesday, Oct. 27th prior to the County Board meeting to address flood plain ordinance.

15) **Adjournment**

Meeting adjourned at 5:01 p.m. by motion of S. Bjork/J. Kosin; motion carried unanimously.

Respectfully submitted by: Jamie R. Feuerhelm, County Clerk

**UNAPPROVED MINUTES OF THE
Special FINANCE & PERSONNEL COMMITTEE MEETING HELD
October 27, 2020 – 6:00 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



**Annex Conference Room; Courthouse
414 W. Main St., ELLSWORTH, WI**

2020 – 13

1) Meeting Convened

The Pierce County Finance & Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chairman Jeff Holst called the meeting to order at 6:00 p.m.

1a) Those Present

A quorum was established acknowledging 7 members present.

Members present:

Jon Aubart	District #3	Bill Schroeder	District #14 (by phone)
Michael Kahlow	District #6	Jerry Kosin	District #15
Scott Bjork	District #7	Jeff Holst	District #16
Rodney Gilles	District #10		

Absent/Excused:

Physically present: Jason Matthys-Administrative Coordinator, Jamie Feuerhelm-County Clerk, Brad Lawrence-Corp Counsel.

Present via WebEx/Phone: Andy Pichotta-Land Management Director.

1b) Public Comment

None.

2) Discuss/Take action on Ordinance No. 20-04 to Repeal & Replace Ch. 238, Floodplain Zoning, of the Pierce County Code

A. Pichotta explained that FEMA updated the Flood Insurance Rate Maps. FEMA & the Wisconsin DNR have mandated that Pierce County adopt the new maps, as well as a new “model ordinance”, regulating floodplain areas within Pierce County prior to Dec. 30th, 2020. Failure to do so would result in Pierce County’s suspension from the National Flood Insurance Program. Motion by M. Kahlow/J. Aubart to approve Ordinance 20-04 to Repeal & Replace Ch. 238, Floodplain Zoning of the Pierce County Code; motion carried unanimously by roll call vote.

3) Closed Session

Motion by J. Aubart/M. Kahlow to go into closed session at 6:05 p.m. pursuant to §19.85(1)(e) Wis. Stats. for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session, & pursuant to §19.85 (1)(g) Wis. Stats. for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Consideration of the Weber claim. Motion carried unanimously by roll call vote.

4) Open Session

Committee returned to open session at 6:12 p.m. by motion of J. Aubart/J. Kosin; motion carried unanimously by roll call vote. No action taken.

5) **Discuss/Take action of Resolution No. 20-XX Disallowance of Claim-Heidi & Matthew Weber**

Corp Counsel B. Lawrence briefly explained purpose for such resolution & indicated a need to address it more expediently than others. Motion by J. Aubart/M. Kahlow to approve resolution for disallowance of claim & forward to the County Board requesting adoption on first reading. Motion carried unanimously by roll call vote.

6) **Future Agenda Items**

- Sound reduction panels for Seyforth Building
- Increasing the County's internet bandwidth
- Resolution to amend Personnel Policy
- Annual claims for dogs & soldiers' graves

7) **Next Meeting Date**

Next regular meeting scheduled for Monday, Nov. 2nd, 2020 at 4:00 p.m. in the Annex Conference Room, Courthouse.

8) **Adjournment**

Meeting adjourned at 6:15 p.m. by motion of B. Schroeder/S. Bjork; motion carried unanimously.

Respectfully submitted by: Jamie R. Feuerhelm, County Clerk

2c.

**Treasurer's Report
on previous months finance
activities & fund balances**

County of Pierce
9/30/2020

<u>Assets</u>	<u>Current Year</u>	<u>Previous Year</u>
First National River Falls Checking (<i>Book Balance</i>)	\$ -	\$ 14,715.35
Citizens Community Federal Checking (<i>Book Balance</i>)	\$ 8,559,274.36	\$ 430,900.01
BMO Harris Checking (<i>Book Balance</i>)	\$ -	\$ 2,783.19
Total Investments on Hand	\$ 34,130,202.15	\$ 44,981,740.42

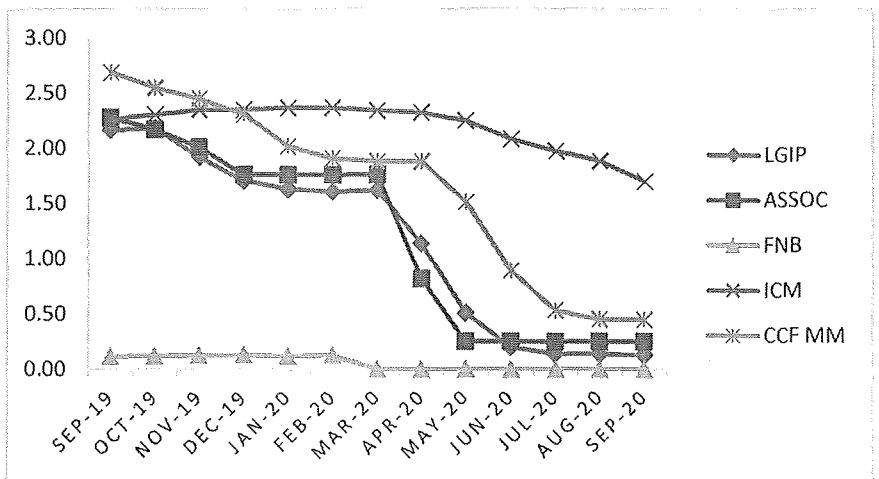
<u>Bank Charges</u>	<u>Current</u>	<u>Year-to-date</u>	<u>Previous Year</u>
	\$0.00	\$4.27	\$526.87

<u>Activity</u>	<u>LGIP</u>	<u>CCF Bank</u> <u>Money Market</u>	<u>Associated</u> <u>Money Market</u>	<u>CD's</u>	<u>ICM</u>
Beginning Balance	\$2,369,020.40	\$197,600.63	\$3,728,574.07	\$350,000.00	\$27,443,596.73
Interest	243.59	6,771.31	764.05	891.78	59,048.62
Reinvestments					
Deposits		-	-		-
Fees & Charges					(3,564.82)
Change in Value					(21,852.43)
Withdrawals				(891.78)	
Ending Balance	\$ 2,369,263.99	\$ 204,371.94	\$3,729,338.12	\$350,000.00	\$ 27,477,228.10

<u>Interest Earned</u>	<u>Current</u>	<u>Year-to-Date</u>	<u>Previous YTD</u>
Local Government Investment Pool - LGIP	\$ 243.59	\$ 11,251.55	\$ 69,075.34
CCF - Money Market (posts quarterly)	6,771.31	96,295.15	184,518.80
CCF - Checking	10,865.56	39,176.92	22,182.83
Associated Bank - Money Market	764.05	10,147.94	76,752.44
Institutional Capital Management - ICM	59,048.62	436,901.75	495,445.99
First National RF - Money Market	-	-	43.75
First National River Falls -Checking	-	-	426.56
American Deposit Management - CD	\$ 891.78	\$ 7,882.61	\$ 3,583.43
Total	\$ 78,584.91	\$ 601,655.92	\$ 852,029.14

<u>Rates</u>	<u>LGIP</u>	<u>ASSOC</u>	<u>FNB</u>	<u>ICM</u>	<u>CCF MM</u>
Sep-19	2.18	2.17	0.12	2.304	2.55
Oct-19	1.92	2.01	0.13	2.350	2.45
Nov-19	1.71	1.76	0.13	2.350	2.31
Dec-19	1.63	1.76	0.12	2.368	2.02
Jan-20	1.61	1.76	0.13	2.368	1.91
Feb-20	1.62	1.76	0.00	2.343	1.88
Mar-20	1.14	0.82	0.00	2.324	1.88
Apr-20	0.51	0.25	0.00	2.248	1.51
May-20	0.20	0.25	0.00	2.085	0.89
Jun-20	0.14	0.25	0.00	1.975	0.53
Jul-20	0.14	0.25	0.00	1.884	0.45
Aug-20	0.13	0.25	0.00	1.700	0.45
Sep-20	0.13	0.25	0.00	1.596	0.39

Interest Rate Trends



SEPTEMBER 2020

Delinquent Tax Payments Collected - \$142,297.57
 Interest Collected - \$16,595.49
Total Tax Payments Collected in 2020 - \$16,721,507.64
Total Interest Collected in 2020 - \$412,634.32

UNPAID TAXES AS OF SEPTEMBER 30, 2020 (INCLUDES SPECIALS)		
Year	#Parcels	Amount w/o interest
2008	11	\$7,613.26
2009	13	\$8,363.39
2010	22	\$13,942.29
2011	30	\$21,299.07
2012	35	\$26,627.86
2013	45	\$31,827.14
2014	56	\$49,755.36
2015	65	\$75,194.10
2016	82	\$91,655.84
2017	131	\$192,612.14
2018	199	\$289,610.57
2019	452	\$666,745.43
TOTAL:	1141	\$1,475,246.45

NSF Charge Added 2018 \$35.00
121-01089-0510

UNPAID TAXES AS OF AUGUST 31, 2020 (INCLUDES SPECIALS)		
Year	#Parcels	Amount w/o interest
2008	11	\$7,613.26
2009	13	\$8,801.99
2010	22	\$13,942.29
2011	30	\$21,299.07
2012	36	\$27,874.25
2013	45	\$32,423.97
2014	57	\$50,158.41
2015	65	\$75,660.07
2016	85	\$95,278.50
2017	134	\$196,154.29
2018	211	\$304,591.63
TOTAL:	709	\$833,797.73

UNPAID TAXES AS OF SEPTEMBER 30, 2019 (INCLUDES SPECIALS)		
Year	#Parcels	Amount w/o interest
2008	20	\$15,633.79
2009	22	\$16,328.69
2010	31	\$21,332.00
2011	38	\$31,416.21
2012	43	\$37,395.41
2013	55	\$43,908.91
2014	72	\$69,279.40
2015	81	\$95,806.29
2016	123	\$148,707.87
2017	228	\$349,503.58
2018	492	\$754,491.32
TOTAL:	1205	\$1,583,803.47

UNPAID TAXES AS OF AUGUST 31, 2019 (INCLUDES SPECIALS)		
Year	#Parcels	Amount w/o interest
2008	20	\$15,633.79
2009	22	\$16,351.84
2010	31	\$21,332.00
2011	38	\$31,416.21
2012	44	\$39,647.71
2013	57	\$49,284.48
2014	73	\$69,879.38
2015	83	\$99,092.14
2016	126	\$156,341.21
2017	239	\$369,363.25
TOTAL:	733	\$868,342.01

3.

**Discuss/Take action to
consider increasing the
County's internet bandwidth**



Jamie Feuerhelm <jamie.feuerhelm@co.pierce.wi.us>

New form response

2 messages

Steve Gustafson <demo@fnsmtg.addonsite.com>
To: "Jamie.feuerhelm" <jamie.feuerhelm@co.pierce.wi.us>

Thu, Oct 22, 2020 at 3:21 PM

Request for F & P Action has received a new response:

Meeting Date 2021-11-02

Agenda Item Discuss/take action to consider increasing the County's internet bandwidth

Requesting Agency Administration / Information Services

Background Currently the County operates a 250 Mps internet circuit with a monthly cost of \$1,302. We have experienced some technical issues while hosting some remote meetings recently and staff have been working to identify potential solutions. With the continued increased use of technology that is dependent on the internet, it is recommended that we consider increasing our bandwidth. The IS Director received an email from the company that we get our AT&T lines through with updated Internet circuit pricing. AT&T is running a promotion for Government through the end of the year (2020) where a 1 Gigabit circuit will cost \$1,712/month which is less expensive than the cost to increase bandwidth by way of a 500 Mbps circuit.

Staff Recommendation It is the recommendation that the Finance and Personnel Committee consider increasing the County's bandwidth from its existing 250 Mps circuit to 1Gb circuit while taking advantage of the promotional pricing offered by AT&T.

Recommended Motion: (Motion by seconded by to approve and authorize) Motion by Second by to authorize the increase of the County's internet from 250 Mps to a 1Gb circuit.

Requestor's email address jmatthys@co.pierce.wi.us

4.

Discuss/Take action to approve proposal from Eau Claire Acoustics for the installation of acoustic sound reduction panels in the Seyforth Building & authorize a Contingency Fund transfer to the Maintenance Dept. budget to complete project

Steve Gustafson <demo@fnsmtg.addonsite.com>
To: "Jamie.feuerhelm" <jamie.feuerhelm@co.pierce.wi.us>

Thu, Oct 22, 2020 at 4:15 PM

Request for F & P Action has received a new response:

Meeting Date 2020-11-02

Agenda Item Discuss/take action to approve a proposal from Eau Claire Acoustics for the installation of acoustic sound reduction panels in the Seyforth Building and authorize a contingency fund transfer to the Maintenance Department budget to complete the project.

Requesting Agency Administration

Background For some time now, the Seyforth Building meeting space has presented obstacles with holding effective meetings due to sound reverberation (echo). Since March 2020, this space has been utilized more frequently than before due to the size of the open space and the lack of other sizable meeting spaces on the County campus. Staff have received quotations to install sound reduction acoustic panels in this space for the purpose of reducing the sound reverberation to 1 1/2 seconds. The Building Committee met on October 13, 2020 and recommended that this unbudgeted project be completed as soon as practical and request a fund transfer to the Maintenance Budget in the amount of \$14,500 from an existing Seyforth Building commitment within the contingency fund.

Staff Recommendation Because of increased and anticipated continued use of the Seyforth Building meeting space and the ability to hold effective meetings, it is recommended to approve the proposal from Eau Claire Acoustics for the installation of 50 acoustic panels in the open space of the Seyforth Building.

Recommended Motion: (Motion by seconded by to approve and authorize) Motion by Second by to approve the proposal from Eau Claire Acoustics for the installation of acoustic sound reduction panels in the Seyforth Building and authorize a fund transfer in the amount of \$14,500 from the contingency fund to the Maintenance Department budget.

[Quoted text hidden]

EAU CLAIRE ACOUSTICS, INC.

2805 Bauer Street Eau Claire, WI 54701
Phone (715) 835-3759 Fax (715) 835-3825

PROPOSAL

September 23, 2020

Pierce County
ATTN: Jason Matthys
412 W. Kinne Street
Ellsworth, WI 54011

PROJECT: Pierce County Fairgrounds
Seyforth Building
Ellsworth, WI 54011

ACOUSTICAL SOUND PANELS:

Area is per site visit of 9-17-20

We will furnish labor and material to do the following work:

We will install 4'x8'x1" acoustical panels on the ceiling (location to be determined) at the above area, to achieve a reduced reverberation time (see attached evaluation from Creative Acoustics).

PRICE: Reduce to 1-½ SECONDS: \$14,500.00 (50 panels)

PRICE: Reduce to 1 SECOND: \$23,830.00 (84 panels)

NOT INCLUDING:

Any electrical work, duct work, sheet rock work, or any other work

THANK YOU!


Kyle Henning

Quotation may be voided, if not accepted within 30 days.

Kyle Henning

From: DON FITTERER <dsfitterer@gmail.com>
Sent: Tuesday, September 22, 2020 1:56 PM
To: Kyle Henning
Subject: Re: FW: Pierce County Fairgrounds

September 22, 2020

Kyle: Based on the information you provided for the Pierce County Fairgrounds project, I calculate the current reverberation time in the Building to be approximately 5 3/4 - 6 seconds. The reverberation time is the length of time a sound exists from utterance until it dies out completely. The longer the sounds exist in the room due to reflection from the hard surfaces, the more noise that is occurring. Noise is generated from sounds reflecting and colliding with each other. Adding sound absorption materials helps to soften the reflective surfaces, reducing the reflection and number of collisions of sounds, and aids in improving the acoustics of the room. For this building, you had requested reverberation times of 1 1/2 seconds and 1 second. To achieve these reverberation times will require the following:

- a) 1 1/2 seconds: 50 pieces - 48" x 96" x 1" thick fabric wrapped acoustical wall panels
- b) 1 second: 50 pieces - 48" x 96" x 1" thick fabric wrapped acoustical wall panels and 34 pieces - 48" x 96" x 1" fabric wrapped acoustical ceiling panels.

Adding these acoustical panels will definitely reduce the reflected sounds and improve the acoustical environment of the room.

Don Fitterer
Creative Acoustics
Cell Phone: (608)-385-9279

On Tue, Sep 22, 2020 at 11:31 AM Kyle Henning <kyle.ecact@charter.net> wrote:

Don,

How are you coming on this quote?

Kyle Henning

Eau Claire Acoustics, Inc.

2805 Bauer Street

Eau Claire, WI 54701

Phone: 715-835-3759

Fax: 715-835-3825

5.

**Discuss/Take action on
Resolution No. 20-XX to
Amend Personnel Policy to
Eliminate statement in
Temporary Highway Foreman
& Equipment Operators' Pay**

Pierce County
Finance & Personnel Committee - Meeting Date November 2, 2020
Board of Supervisors - Meeting Date: November 10, 2020

Agenda Item: Amend Personnel Policy to Eliminate Retroactive Statement in Temporary Highway Foreman and Equipment Operators' Pay.

Requesting Person/Agency: Human Resources and Corporation Counsel

Background: Pierce County maintains a Personnel Policy the purpose of which, as set forth in Article 1, Section A, is to create a guide for the administration of personnel, and to spell out the responsibilities of supervisory staff so that their leadership results in effective administration and maximum utilization of the work force.

On September 24, 2019, the County Board adopted Resolution 19-07 to amend the Personnel Policy to increase pay for Temporary Highway Foreman and Equipment Operators. A provision regarding that section being retroactive should have also been removed, but was inadvertently left in the policy at that time. That language is not applicable and need to be removed, which is was the instant Resolution accomplishes. The proposed policy change is set to become immediately upon approval.

Recommendation: Amend the Personnel Policy to eliminate the retroactive language related to Temporary Highway Foreman and Equipment Operators' Pay.

Recommended Motion: Motion by ____, seconded by ____, to approve Resolution 20-XX to amend the Personnel Policy as presented.

**RESOLUTION NO. 20-XX
AMEND PERSONNEL POLICY TO
ELIMINATE RETROACTIVE STATEMENT IN TEMPORARY
HIGHWAY FOREMAN & EQUIPMENT OPERATORS' PAY**

WHEREAS, §4-21 of the Pierce County Code addresses amendments to the Pierce County Personnel Policy as follows:

“The Pierce County Personnel Code shall be maintained under the guidance, direction and policymaking supervision of the Finance and Personnel Committee, which shall have the authority to amend the code from time to time, to conform its provisions with current personnel policies as devised by the Board and Finance and Personnel Committee, collective bargaining agreements and other contracts. Amendment to the Pierce County Code shall require approval of the Board.”; and

WHEREAS, the Personnel Policy further states in Article III, Section B, that the County Board shall authorize, by resolution, any amendments to the Personnel Policy; and

WHEREAS, the purpose of a code of personnel policies and procedures, as set forth in Article I, Section A of the Personnel Policy, is to create a guide for the effective administration of both supervisory and non-supervisory staff, with the goal of advancing understanding between the County and its employees; and

WHEREAS, the County desires to amend the section of the Temporary Highway Foremen & Equipment Operators' pay to remove language inadvertently remaining from a previous Personnel Policy revision in Resolution 19-07, as shown in Exhibit A; and

WHEREAS, the Finance and Personnel Committee, at its meeting on November 2, 2020, reviewed the proposed policy revisions and recommended that the County Board amend the Personnel Policy as set forth in the attached Exhibit A.

NOW THEREFORE, BE IT RESOLVED, that the Pierce County Board of Supervisors hereby approves and authorizes amending the Pierce County Personnel Policy as recommended by the Finance and Personnel Committee, as set forth in the attached Exhibit A.

Dated this 10th day of November, 2020.

Jeffrey A. Holst, Chair
Pierce County Board of Supervisors

ATTESTED TO BY:

APPROVED AS TO FORM AND LEGALITY BY:

Jamie Feuerhelm, County Clerk

Bradley D. Lawrence, Corp. Counsel

Adopted: _____

EXHIBIT A

Proposed amendment to the Pierce County Personnel Policy, Article X, Section C:

Article X. OVERTIME, COMPENSATORY TIME, AND OTHER COMPENSATION

C. Additional Compensation

1. Highway
 - a. When filling in for a Highway Foreman, workers shall receive an additional \$2.00 per hour on top of their current rate of pay for hours worked that day. The employee must serve as the Foreman for the full shift in order to receive the additional compensation for that day.
 - b. When operating equipment above their current classification, Highway workers will receive an additional \$0.75 per hour on top of their current rate of pay for hours worked that day. The worker must operate the higher classed equipment for at least 4 hours during that work day in order to receive the premium pay.
 - c. ~~This section is retroactive to January 1, 2015.~~

6.

**Discuss/Take action on
Resolution No. 20-XX to pay
Claims for Listing
Dogs**

Finance/Personnel & County Board

Meeting Date: Nov. 2nd & Nov. 10th, 2020; respectively.

Date of Request: Oct. 29, 2020

Agenda Item: Discuss/take action on Resolution 20-xx Claims for Listing Dogs.

Requesting Agency: County Clerk.

Requested Action: Approve payment from dog license fund.

Background:

Each year the County is obligated by WI STAT 174.06 (3) to pay those individuals responsible for the “listing” of dogs within the County. By September 15th of each year they are required to submit that list to the County Clerk. Compensation is set at 50 cents per dog listed, unless otherwise set forth by the county board.

Staff Recommendation: To approve payment of claims as submitted with funds from dog license fund.

Recommended Motion:

Motion to approve payment of claims for the listing of dogs as set forth in Resolution 20-xx in the amount of \$1,618.00 and forward to the full County Board recommending approval & authorization for payment of said claims.

RESOLUTION 20-XX
Claims for Listing Dogs

WHEREAS, the Finance Committee has audited the listing officials claims for the listing of dogs and found them to be justified against Pierce County.

THEREFORE, BE IT RESOLVED, that the County Clerk be authorized to pay the schedule of claims, pursuant to §174.06(3), Wis. Stats.:

	<u>MUNICIPALITY</u>	<u># DOGS</u>	<u>\$ CLAIMED</u>
Towns:	Clifton – Kris Johnson	149	\$ 74.50
	Diamond Bluff – Mark Place	37	\$ 18.50
	Ellsworth – Paula Chisholm	137	\$ 68.50
	El Paso – Mary K. Foley	149	\$ 74.50
	Gilman – Luann Emerson	185	\$ 92.50
	Hartland – Cynthia Kern	105	\$ 52.50
	Isabelle - Lora Henn	32	\$ 16.00
	Maiden Rock – Darla Pittman	43	\$ 21.50
	Martell – Heather Sitz	187	\$ 93.50
	Oak Grove – Bruce Borgerding	180	\$ 90.00
	River Falls – Rita Kozak	205	\$ 102.50
	Rock Elm – Pamela Reitz	35	\$ 17.50
	Salem – Ann Larson-Graham	47	\$ 23.50
	Spring Lake – Sarah Stein	58	\$ 29.00
	Trenton – Jaimie Halvorson	79	\$ 39.50
Trimbelle – Karen O’Brien	181	\$ 90.50	
Union – Angie Fischer	70	\$ 35.00	
Villages:	Bay City – Kim Lunda	81	\$ 40.50
	Ellsworth - Peggy Nelson	370	\$ 185.00
	Elmwood – Amy Wayne	142	\$ 71.00
	Maiden Rock - Shirley Gilles	22	\$ 11.00
	Plum City – Roxanne Gilles	59	\$ 29.50
	Spring Valley – Luann Emerson	196	\$ 98.00
Cities:	Prescott – Jayne Brand	72	\$ 36.00
	River Falls - Julie Bergstrom	415	\$ 207.50
	TOTAL	3236	\$1,618.00

DATED this 10th day of November, 2020.

Submitted by FINANCE &
PERSONNEL COMMITTEE

Jeffrey A. Holst, Chairman
Pierce County Board of Supervisors

ATTESTED TO BY:

APPROVED AS TO FORM AND LEGALITY BY:

Jamie Feuerhelm, County Clerk

Bradley D. Lawrence, Corp. Counsel

Adopted: _____

7.

**Discuss/Take action on
Resolution No. 20-XX to pay
Claims for Care of
Soldiers' Graves**

Finance/Personnel & County Board

Meeting Date: Nov. 2nd & Nov. 10th, 2020; respectively.

Date of Request: Oct. 29, 2020

Agenda Item: Discuss/take action on Resolution 20-xx Care of Soldiers Graves.

Requesting Agency: County Clerk.

Requested Action: Approve & pay claims as presented.

Background:

The board by Statute 45.85 is obligated to pay these claims. The formula is \$3.00 per grave site. This formula or amount was determined by a County Board *numerous* years ago. The Statute itself does not dictate a specific amount. The amount has not changed since November of 1977, prior to that, the claim was paid at \$1.00 per grave site.

The clerk's office collects data from a number of cemetery associations throughout the County through the course of the year & records the pertinent data in a bound record. Traditionally the Board would approve payment of the claims at their annual meeting in November. These claims are paid out of a specific fund within the clerk's budget reserved for said purpose.

Staff Recommendation: To approve payment of claims as submitted.

Recommended Motion:

Motion to approve payment of claims for care of soldiers' graves as set forth in Resolution 20-xx in the amount of \$7,230.00 and forward to the full County Board recommending approval & authorization for payment of said claims.

RESOLUTION 20-XX
Care of Soldiers' Graves

WHEREAS, the Finance Committee has audited the claims for care of Soldier's Graves and found them to be justified claims against Pierce County.

THEREFORE, BE IT RESOLVED, that the County Clerk be authorized to pay the below schedule of claims, pursuant to §45.85, Wis. Stats.:

Cemetery Association	Graves	Amount Claimed
Bay City	108	324.00
Beldenville	45	135.00
Bethel Mission	46	138.00
Bethlehem	23	69.00
Diamond Bluff	74	222.00
Eidsvold Lutheran	18	54.00
Free Home	35	105.00
Gilman Lutheran	75	225.00
Greenwood Valley	5	15.00
Hartland Methodist	16	48.00
Hartland Presbyterian	14	42.00
Maiden Rock	107	321.00
Mann Valley	10	30.00
Maple Grove	239	717.00
Martell Lutheran	26	78.00
Martell Methodist	15	45.00
Mt. Olivet	22	66.00
Mt. Tabor	24	72.00
Oak Ridge	28	84.00
Ono Methodist	34	102.00
Our Lady's	22	66.00
Our Savior's / South Rush River	43	129.00
Pine Glen	186	558.00
Plum City Protestant	66	198.00
Poplar Hill	156	468.00
Rush River	80	240.00
Sacred Heart Elmwood	40	120.00
Sacred Heart-Spring Valley	38	114.00
Salem Lutheran	4	12.00
Spring Lake	71	213.00

Spring Lake Lutheran	24	72.00
St. Bridget's	97	291.00
St. Francis	54	162.00
St. John's Lutheran-Spring Valley	78	234.00
St. John's - Oak Grove	3	9.00
St. John's Catholic-Plum City	96	288.00
St. Joseph's – Prescott	76	228.00
St. Joseph's - El Paso	24	72.00
St. Martin's	33	99.00
St. Mary's - Big River	34	102.00
St. Paul's	44	132.00
Svea	34	102.00
Thurston Hill	18	54.00
Trenton	81	243.00
Trimbelle	44	132.00
TOTAL	2,410	\$7,230.00

DATED this 10th day of November, 2020.

Submitted by FINANCE COMMITTEE

 Jeffrey A. Holst, Chair
 Pierce County Board of Supervisors

ATTESTED TO BY:

APPROVED AS TO FORM AND LEGALITY BY:

 Jamie Feuerhelm, County Clerk

 Bradley D. Lawrence, Corp. Counsel

Adopted: _____