

**Price County Administration Committee  
Meeting Minutes**

Date: April 6, 2023

Time: 9:00 a.m.

Place: Courthouse County Board Room 101; 126 Cherry St; Phillips, WI

Meeting called to order by Dennis Wartgow, Committee Chairperson at 9:00 a.m. Roll Call: Present: Jeff Hallstrand, Paula Houdek, Mark Kyle, Jordan Spacek, Dennis Wartgow. Also present: Nick Trimner, Jennifer Miller, Alan Barkstrom

Nick reviewed process for those attending electronically.

Items for discussion and possible action:

1. Public Comment and Communications: Supervisor Spacek received negative comment regarding the 2023 wage schedule.
2. Meeting Minutes – February 14, 2023: Motion Kyle/Houdek to approve the minutes of the February 14, 2023 meeting as presented. Motion carried.
3. Employee Status Updates (since February 14, 2023)
  - a. New Hires, Promotions & Reassignments
    - i. Jasmine Kleinhans – Social Worker – Aging & Disability Unit (6/7/2023)
    - ii. Virginia Bowman – Administrative Assistant – Forestry & Parks (4/10/2023)
    - iii. Naomi Barr – Administrative Assistant – Land Conservation & Zoning (4/17/2023)
    - iv. Melvin Ott – Highway Operator (4/10/2023)
    - v. Breanna Wagner – Deputy Clerk of Courts/Traffic (4/17/2023)
    - vi. Amy Walker – Deputy Clerk of Courts/Fiscal (4/3/2023)
    - vii. Danny Lambert – Deputy Sheriff (4/5/2023)
  - b. Resignations/Retirements/Terminations
    - i. Karl Kelz – District Attorney
    - ii. Michelle Huber – Judicial Assistant
    - iii. Paul Velazquez – Highway Mechanic
    - iv. Brittney DeVries – Correction Officer / Dispatch
  - c. Recruitments
    - i. Summer Hire – Forestry & Parks and Highway Departments: Two for Forestry & Parks and six for Highway. Several returning from last year.
    - ii. Judicial Assistant: Deadline April 30<sup>th</sup>.
    - iii. Correction Officer / Dispatch: Deadline April 30<sup>th</sup>.
    - iv. Social Worker – Children & Youth (2): Ongoing.
    - v. Highway Operator: Candidate offer pending.
    - vi. Substitute Nutrition Site Managers: Ongoing.
4. District Attorney Position: The State will provide a special prosecutor. Thomas Coaty, attorney from Racine County. The County needs to provide housing.
5. Self-funded Workers Compensation Insurance: Several counties go this route. The County has had a good historical record. Analysis and discussion with Cottingham & Butler concluded that it would not be a significant savings for the County.
6. Wage Schedule Review – Cottingham & Butler: Still in the works to find out process and cost.
7. Resolution – 2023 Regular Non-benefit Eligible and Casual Employee Wage Schedule: Motion Spacek/Houdek to approve the resolution and forward to the County Board for their consideration. Motion carried.
8. Date of Next Meeting May 11.
9. Meeting adjourned at 9:35 a.m.

Respectfully submitted,

Jean Gottwald, County Clerk