

Price County Administration Committee
Meeting Minutes

Date: August 2, 2022

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: None
2. Minutes from June 14 and June 21, 2022 meeting: Motion Houdek/Spacek to approve the minutes from the June 14 and June 21, 2022 meetings as presented. Motion carried.
3. Employee Anniversaries: Six less than five years. Several up to 10 years. Leanna Samardich 16, Joe Janak 18, Mindy Dabler 19, Bobbi Jo Orysen 19, Chana Rymarkiewicz 22, Kris Mabie 29.
4. Employee Status Updates
 - a. New Hires, Promotions & Reassignments
 1. Rod Drott – Highway Operator
 2. Callie Podmolik – Social Worker/Foster Care Coordinator. Will be utilizing the County's assistance program for obtaining certification.
 3. Breydon Johnson – Deputy Sheriff:
 4. Roger Petrick will be recommended for appointment as the Highway Commissioner at the August 16th County Board meeting.
 - b. Resignations/Retirements/Terminations
 1. Chelsea Onchuck – Public Health Nurse
 - c. Recruitments
 1. Social Worker – Children & Youth (3): Ongoing.
 2. Deputy Sheriff: Ongoing. Have pending retirements.
 3. Correction Officer / Civilian Dispatcher Full-time (Male): Ongoing.
 4. Correction Officer / Civilian Dispatcher (Female eligibility list): Ongoing.
 5. Correction Officer / Civilian Dispatcher Part-time: Ongoing.
 6. Highway Operator (1): Ongoing.
 7. Substitute Nutrition Site Managers: Ongoing. Working on getting participants to return in-site to relieve number of home deliveries.
 8. Public Health Nurse: Interviews August 3rd.
5. Program Coordinator/Community Outreach Position
 - a. Finalized Job Description: Position was placed on the pay schedule at grade G. Motion Spacek/Hallstrand to approve the job description as presented. Motion carried.
 - b. Resolution – Create Full-time Position – Program Coordinator/Community Outreach: Motion Houdek/Spacek to approve the resolution and forward to the County Board for their consideration. Motion carried.
 - c. 2022 Employee Wage Schedule Revision: Motion Kyle/Hallstrand to approve the resolution and forward to the County Board for their consideration. Motion carried.
6. Health Insurance Update: Nick and Jennifer met with the broker to review current status and transitioning to self-funding. 8% increase if staying with current plan structure. Proposing 0% increase and a lower deductible if self-funding. Will have more information coming. Looking into an on-site clinic.
7. New Department Office Hours Update: Most offices have taken advantage of closing Friday at noon. HHSD have limited staff on Friday afternoon. Court system has not changed.
8. Set next meeting date: September 15th.
9. Meeting adjourned 9:37 a.m.

Respectfully submitted,

Jean Gottwald, County Clerk