

Administration & Personnel Committee
July 10, 2018

Present: Pete Peterson, Mark Halverson, Mary Von Ruden, Sharon Folcey; Cedric Schnitzler absent
Others: Jim Bialecki, Scott Perkins, Ryan Hallman, Tina Osterberg, Dave Ohnstad, Hannah Olsen

The meeting was called to order in the Monroe County Board Assembly Room at 9:00 a.m. by Chair Pete Peterson.

- Next Month's Meeting Date/Time – The next meeting is Monday, August 13, 2018 at 9:00 a.m. in the Monroe County Board Assembly Room in the Justice Center.
- Minutes Approval – Motion by Mary Von Ruden second by Mark Halverson to approve the 06/12/18 minutes. Carried 4-0.
- Personnel
 - a. New Position Requests

Sheriff Department – Scott Perkins was present to request the establishment of three Deputy Positions. Scott explained the positions and budget in detail. Discussion. Motion by Sharon Folcey second by Mark Halverson to approve the establishment of one Deputy Position, position contingent upon funding in 2019 and if funds are available in 2020 a second position would be approved. Carried 4-0.

Jail – Ryan Hallman was present to request the establishment of Sergeant Position, one Jailer Position would be removed. Effective date is August 1, 2018. Ryan explained the position and budget in detail. Discussion. Motion by Mark Halverson second by Sharon Folcey to approve the establishment of Sergeant Position, one Jailer Position to be removed effective August 1, 2018. Carried 3-1.

Highway – Dave Ohnstad was present to request the establishment of mechanic position. Dave explained the position and budget in detail. It is anticipated that the position would be paid through the current budget for contracted services through repair shops, reduction in overtime and additional income received due to higher rental rates. Discussion. Motion by Sharon Folcey second by Mark Halverson to approve the establishment of mechanic position. Carried 4-0.

b. Hannah Olsen provided the Monthly Personnel Director's Report.

- Jim Bialecki provided the Monthly Administrators Report.
- Administration/Personnel Committee Duties – Pete Peterson went through the draft Administration/Personnel Committee duties line by line. Discussion. Motion by Mark Halverson second by Sharon Folcey to approve Administration/Personnel Duties as presented. Carried 4-0.
- The monthly expenditure report was provided to members via iPad's.
- Items for next month's agenda – To be determined.
- Motion by Mary Von Ruden second by Mark Halverson to adjourn the meeting at 10:07 a.m. Carried 4-0.

Shelley Bohl, County Clerk
Recorder