



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 06/07/2019

Amended* Post Date:

The following documents are included in the packet for the Personnel Committee on June 13, 2019:

- 1) Agenda
- 2) Minutes from 04/18/19
- 3) Resolution Establishing 2020 Annual Budgeted Allocation for Pay for Performance



GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Elizabeth Otto
County Clerk

Office: 920-294-4005
FAX: 920-294-4009

Personnel Committee Meeting Notice

Date: Thursday, June 13, 2019 Time: 6:00 PM
Green Lake County Government Center, County Board Room
571 County Rd A, Green Lake WI

AGENDA

Committee Members

Joe Gonyo
Robert Lyon
Robert Schweder
Curt Talma
Sue Wendt

Elizabeth Otto,
Secretary

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Minutes: 04/18/19
5. Update on Health Insurance Options
6. Resolutions/Ordinances
 - Resolution Establishing 2020 Annual Budgeted Allocation for Pay for Performance
7. Committee Discussion
 - Future Meeting Dates: July 11, 2019 at 6:00 PM
 - Future Agenda items for action & discussion
8. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Elizabeth Otto

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or Audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.

PERSONNEL COMMITTEE MEETING
April 18, 2019

The meeting of the Personnel Committee was called to order by Chair Joe Gonyo at 6:00 PM on Thursday, April 18, 2019 in the County Board Room, Green Lake County Government Center, Green Lake, WI. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Joe Gonyo
Robert Lyon
Bob Schweder
Curt Talma
Sue Wendt

Absent:

Other County Employees Present: Liz Otto, County Clerk; Cathy Schmit, County Administrator; Nicole Geschke, HR Coordinator; Dawn Klockow, Corporation Counsel; Harley Reabe, County Board Chair; Sheriff Mark Podoll

MINUTES

Motion/second (Lyon/Wendt) to approve the minutes of the 03/14/2019 meeting with no additions or corrections. All ayes. Motion carried.

BUDGET ADJUSTMENT

County Administrator Cathy Schmit and County Clerk Liz Otto explained the request for \$3,000 to be taken from the contingency fund. The funds are needed to pay for underwriting to determine if Green Lake County qualifies for the state health insurance plan.

Motion/second (Lyon/Schweder) to approve the budget adjustment and forward to Finance. All ayes. Motion carried.

RESOLUTIONS/ORDINANCES

- **Eliminating Account Budget Coordinator Position and Creating a Financial Manager Position in the Office of the County Administrator**

County Administrator Cathy Schmit explained the financial information included in the resolution. Discussion held. Corporation Counsel Dawn Klockow reviewed Roberts Rules of Order and stated that the resolution must be sent back to the full County Board since they requested the information.

Motion/second (Schweder/Lyon) to forward to County Board with the additional information provided. Roll call vote: Ayes – 4, Nays - 1 (Gonyo). Motion carried.

COMMITTEE DISCUSSION

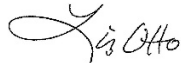
Future meeting date: Regular meeting – Next meeting date set for May 9, 2019 at 6:00 PM.

Future agenda items:

ADJOURNMENT

Chair Gonyo adjourned the meeting at 6:45 PM.

Submitted by,



Liz Otto
County Clerk

RESOLUTION NUMBER -2019

Establishing 2020 Annual Budgeted Allocation for Pay for Performance

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 18th day of June 2019, does resolve as follows:

- 1 **WHEREAS**, Green Lake County strives to provide maximum service to its residents
- 2 while minimizing the financial impact of county taxes on taxpayers, and
- 3 **WHEREAS**, Green Lake County continues to operate under State imposed budgetary
- 4 constraints while providing mandated services, and
- 5 **WHEREAS**, Green Lake County has now established a policy and practice of
- 6 compensating employees based on a competitive market salary rate, the quality of their
- 7 performance, and future non-union wage adjustments shall be based on the merits of
- 8 employee performance, and
- 9 **WHEREAS**, the County Administrator is developing the 2020 Proposed Annual Budget
- 10 for review and adoption by the Green Lake County Board in November 2019, and wage
- 11 costs must be incorporated into the budget as proposed and adopted.

- 12 Majority vote is needed to pass.

Roll Call on Resolution No. -2019

Submitted by Personnel Committee:

Ayes , Nays , Absent , Abstain

Passed and Adopted/Rejected this 19th day of June, 2018.

Joe Gonyo, Chair

Robert Lyon

County Board Chairman

Robert Schweder

ATTEST: County Clerk
Approve as to Form:

Curt Talma

Corporation Counsel

Sue Wendt

13 **NOW THEREFORE BE IT RESOLVED** by the Green Lake County Board of
14 Supervisors that for staff hired prior to July 1, 2019, each 2020 departmental budget
15 shall include an amount equal to +/- 2.25% of gross wages to be allocated accordingly
16 to staff based on the merits of employee performance as established during their
17 individual annual performance review, and

18 **BE IT FURTHER RESOLVED** that any performance based wage increases will be
19 effective January 1, 2020, with back pay distributed no later than the second payroll of
20 April 2020 following finalization of the annual performance evaluation process with the
21 funds being awarded strictly on the merits of each individual employee's performance,
22 and

23 **BE IT FURTHER RESOLVED** that any departmental funds budgeted for these merit-
24 based wage adjustments remaining after the annual performance review process has
25 been completed shall be applied by the Financial Manger to any department merit pay
26 line shortages and then transferred to the Non-Lapsing Retirement/Salary/Fringe Pool
27 (Acct# 20-101-23-51820-999) to be available to cover budget variations that occur due
28 to internal position postings, new position hires, retirements, merit pay variations, etc.
29 that are unknown variables that impact budgeted salary/fringe benefits for the year, and

30 **BE IT FURTHER RESOLVED** that the purpose statement and fiscal note is a directive
31 of the Green Lake County Board.

32 **FISCAL NOTE:** For 2020 the levied general pay increase based on employee
33 performance shall not exceed **\$210,000.00**. Budgeted proceeds not allocated as a merit
34 increase shall be transferred to the Non-Lapsing Retirement/Salary/Fringe Pool (Acct#
35 20-101-23-51820-999) to cover budget variations that occur due to internal position
36 postings, new position hires, retirements, merit pay variations, etc. that are unknown
37 variables that impact budgeted salary/fringe benefits for the year.