



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 06/05/2020

Amended Post Date: 06/09/20**

The following documents are included in the packet for the Personnel Committee on June 11, 2020:

- 1) ***Amended Agenda**
- 2) Minutes from 12/16/19
- 3) Resolution Establishing 2021 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 11, 2020 Time: 4:30 PM
Green Lake County Government Center, County Board Room
571 County Rd A, Green Lake WI***

Amended AGENDA***

**Committee
Members**

*Robert
Schweder
Charlie
Wielgosh
Ken Bates
Curt Talma
Sue Wendt*

*Elizabeth Otto,
Secretary*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Election of Chair
5. Election of Vice-Chair
6. Minutes: 12/16/19
7. Discussion on Job Description Change Process
8. *Resolutions
 - *Establishing 2021 Annual Budgeted Allocation for Pay for Performance
9. **Consider Motion to Convene into Closed Session per:
 - **Wis. Stat. § (1) (e) 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. This closed session relates to bargaining strategy- negotiation authority for County Administrator to negotiate the WPPA union contract.
 - ***Per Wis. Stat. s. 19.85(1)(f) to consider employment and compensation data of certain employees who may be offered an early retirement incentive.
10. **Reconvene into Open Session to take action, if appropriate, on matters discussed in Closed Session.
11. Committee Discussion
 - Future Meeting Dates: July 9, 2020 at TBD
 - Future Agenda items for action & discussion
12. Adjourn

Due to the COVID-19 pandemic, this meeting will be conducted and available through in person attendance (6 ft. social distancing required) or audio/visual communication. Remote access can be obtained through the following link:

Join Zoom Meeting

<https://zoom.us/j/91703917630?pwd=VFZhV1pqdFJMY1QzVk9nSnFmZjhzdz09>

Meeting ID: 917 0391 7630

Password: 331534

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

Meeting ID: 917 0391 7630

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.

Submitted by,



Liz Otto
County Clerk

DRAFT

RESOLUTION NUMBER -2020

Establishing 2021 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 16th day of June 2020, 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 2021 Proposed Annual Budget
- 10 for review and adoption by the Green Lake County Board in November 2020, 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. -2020

Submitted by Personnel Committee:

Ayes , Nays , Absent , Abstain

Passed and Adopted/Rejected this 16th day of June, 2020.

Robert Schweder

Charlie Wielgosh

County Board Chairman

Ken Bates

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, 2020, each 2021 departmental budget
15 shall include an amount equal to +/- 2.00% 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, 2021, with back pay distributed no later than the second payroll of
20 April 2021 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# 21-101-23-51820-999) 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 2021 the levied general pay increase based on employee
33 performance shall not exceed **\$222,000.00**. Budgeted proceeds not allocated as a merit
34 increase shall be transferred to the Non-Lapsing Retirement/Salary/Fringe Pool (Acct#
35 21-101-23-51820-999) 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.