

## AGENDA

### JEFFERSON COUNTY BOARD MEETING

Tuesday, December 11, 2012 7:00 p.m.

Jefferson County Courthouse  
320 South Main Street, Room 205  
Jefferson, WI 53549

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
5. **REVIEW OF THE AGENDA**
6. **APPROVAL OF October 23, 2012 AND NOVEMBER 13, 2012 COUNTY BOARD MINUTES**
7. **COMMUNICATIONS**
  - a. Treasurer's Monthly Report (Addendum to Agenda)
  - b. Memo from Gary R Petre, County Administrator, dated November 28, 2012 – Notice of Retirement (Page 1)
  - c. Zoning Committee Notice of Public Hearing, December 20, 2012, 7:00 p.m. Rm 205 (Page 2-3)
8. **PUBLIC COMMENT**  
**COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
9. **PLANNING & ZONING COMMITTEE**
  - a. Report – Approval of Petitions (Page 4)
  - b. Ordinance – Amend Zoning Ordinance (Page 5)
  - c. Ordinance – Amend Zoning Ordinance Text (Page 6)
10. **ADMINISTRATION AND RULES COMMITTEE**
  - a. Resolution – Create the County Administrator Search Committee (Page 7)
  - b. Resolution – Asking the State Legislature to amend Wisconsin's Open Records Law to permit an authority to impose fees for actual expenses incurred in accommodating open records requests requiring redaction or to inspect and/or hand county election ballots (Page 8-9)
11. **FARMLAND CONSERVATION EASEMENT COMMISSION**
  - a. Resolution – Authorize purchase contracts for two conservation easements (Page 10)
12. **HIGHWAY COMMITTEE**
  - a. Resolution – Authorize Highway Department sign truck purchase (Page 11)
  - b. Resolution – Authorize Highway Department 50-ton gooseneck trailer purchases (Page 12)
  - c. Resolution – Authorize Highway Department track excavator purchase (Page 13)
  - d. Resolution – Contract for professional design services for County Trunk Highway J (Page 14)
13. **HUMAN RESOURCES COMMITTEE**
  - a. Resolution – Adopting the recommendations of the 2012 Employee Classification and Compensation Study (Page 15-16)

- b. Ordinance – Amend Personnel Ordinance to address conflicts with the implementation of the Classification and Compensation Study, effective December 30, 2012 (Page 17-20)
  - c. Ordinance – Amend Personnel Ordinance to establish work hours for Patrol Sergeants and clarify eligibility for longevity pay (Page 21)
  - d. Ordinance – Establishing residency as a qualification for position of County Administrator (Page 22)
14. HUMAN SERVICES BOARD
- a. Resolution – Authorizing execution of state human services contracts, consortium agreements and professional/care provider contracts (Page 23-28)
  - b. Resolution – Award contract for electronic access control equipment (Possible Addendum to Agenda)
15. LIBRARY BOARD
- a. Resolution – Approving the 2012-2015 Jefferson County Plan for Library Services (Page 29)
16. SOLID WASTE & AIR QUALITY COMMITTEE
- a. Resolution – Requesting funds to be re-instated for the Household, Agricultural and Pharmaceutical Hazardous Waste Programs (Page 30-31)
17. SUPERVISOR RON BUCHANAN
- a. Ordinance – Change time of County Board meeting (Page 32)
18. ANNOUNCEMENTS
19. ADJOURN

**NEXT COUNTY BOARD MEETING  
FEBRUARY 12, 2013 7:00 P.M. ROOM 205**



**JEFFERSON COUNTY**  
**OFFICE OF THE COUNTY**  
**ADMINISTRATOR**

GARY R. PETRE  
County Administrator

TAMMIE J. JAEGER  
Administrative Assistant  
Confidential

320 S. Main Street Room 111  
Jefferson, WI 53549  
Telephone (920) 674-7101  
Website: jeffersoncountywi.gov

**“Jefferson County: Responsible government advancing quality of life.”**

TO: Administration and Rules Committee  
FROM: Gary R. Petre, County Administrator  
DATE: November 28, 2012  
SUBJECT: Notice of Retirement

By this letter I am notifying the members of the Administration and Rules Committee, with copy to the other members of the County Board of Supervisors and County Department Heads that I have decided to retire from County service. The final date of my employment with the County will be March 31, 2013, which is the expiration date of my current employment contract with the County.

I am providing notice at this time, which is over 120 days prior to my last day of work, in order to assist the County in having time to recruit a candidate for the County Administrator position. I encourage the County to initiate the recruitment process as quickly as possible. Please let me know if I can be of any assistance to you in this process.

Thank you for your support and friendship during the past seven years. I look forward to working with you on a smooth transition in County administration.

Sincerely,

Gary R. Petre  
County Administrator

cc: County Board Members  
County Department Heads

**NOTICE OF PUBLIC HEARING  
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**SUBJECT:** Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

**DATE:** December 20, 2012

**TIME:** 7:00 p.m.

**PLACE:** Room 205, Jefferson County Courthouse, 320 S. Main St., Jefferson, WI

1. **Call to Order**
2. **Roll Call**
3. **Certification of Compliance With Open Meetings Law Requirements**
4. **Review of Agenda**
5. **Public Hearing**
6. **Explanation of Process by Committee Chair**

**NOTICE IS HEREBY GIVEN** that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, December 20, 2012, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the zoning ordinance of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

**FROM RESIDENTIAL R-2 TO BUSINESS**

**R3620A-12 & CU1720-12 – Vicki & Bill Millis/Fort Community Credit Union:**

Rezone to business for food store/business services involving local agricultural products' processing and sales, and conditional use for an eating and drinking place at **N3522 CTH K** in the Town of Jefferson, from PIN 014-0614-2324-006 (0.53 Acres).

**FROM A-1 AGRICULTURAL TO A-3, AGRICULTURAL /RURAL  
RESIDENTIAL**

**R3621A-12 – Earl & Linda Jolliffe:** Rezone to create a 5-acre A-3 lot around the buildings at **W539 Hooper Road** in the Town of Palmyra from part of PIN 024-0516-1111-000 (21.043 Acres).

**CONDITIONAL USE PERMIT APPLICATIONS**

**CU1721-12 – Diana McClain:** Conditional use to be allowed up to five dogs as household pets in an R-2 Residential zone. The property is at **N1601 W. Ra Le Drive** in the Town of Koshkonong, on PIN 016-0514-1511-011 (0.475 Acre).

**7. Adjourn**

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.

**REPORT  
TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY  
BOARD OF SUPERVISORS**

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the zoning ordinance of Jefferson County, filed for public hearing held on October 18 and November 15, 2012, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

**APPROVE PETITIONS  
R3617T-12, R3618A-12 and R3619A-12**

**RESCIND APPROVAL OF PETITION R3563A-12 BY  
ORDINANCE 2011-22**

**DATED THIS TWENTY-SIXTH DAY OF NOVEMBER 2012**

**Donald Reese, Secretary**

**THE PRIOR MONTH'S AMENDMENTS, R3612A-12, R3613A-12, R3614A-12, R3615A-12 AND R3616A-12, ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD,  
SUBJECT TO WIS. STATS. 59.69(5).**

ORDINANCE NO. 2012-\_\_\_\_\_

Amend Zoning Ordinance

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the Jefferson County Zoning Ordinance, and

WHEREAS, Petitions R3618A-12, R3619A-12 and the rescinding of Petition R3563A-12 were referred to the Jefferson County Planning and Zoning Committee for public hearing on November 15, 2012, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the zoning ordinance of Jefferson County (and official zoning maps) as follows:

**FROM AGRICULTURAL A-1 TO A-3, AGRICULTURAL/RURAL RESIDENTIAL**

Rezone approximately 2.08 acres for a new building site on South Helenville Road from part of PIN 014-0615-1513-000 (40 acres) in the Town of Jefferson. This non-prime ag land rezoning is conditioned upon road access approval by the Town, upon receipt by Zoning of a soil test showing sites for installation of both initial and replacement private sewage systems, and upon approval and recording of the final certified survey map indicating area of slopes in excess of 20%. No buildings or driveways are allowed on slopes greater than 20%. The rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. (R3618A-12 – Samuel Taylor/Mardell & K Mark Emslie property)

Create a 4.5-acre lot around the buildings at N4809 STH 89, Town of Jefferson from part of PINs 014-0614-0521-001 (0.55 acre), 014-0614-0524-000 (44.225 acres) and 014-0614-0513-000 (24.5 acres). This action is conditioned upon approval and recording of a final certified survey map for the lot. The rezoning shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date. (R3619A-12 - Evelyn Widmann Trust, c/o Bill Widmann)

**FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL TO A-1, AGRICULTURAL**

Rescind approval of Petition R3563A-12 by Ordinance 2011-22, on PIN 018-0713-3123-000 (13.2 acres) which allowed for two, 1.14-acre building sites along STH 134 in the Town of Lake Mills. The petitioners subsequently requested and were approved one, approximately 2.3-acre building site in the same location by Ordinance 2012-17, with the stipulation that this initial approval be rescinded. (RESCIND R3563A-12 – Micheal and Pamela Ziarnik)

AYES \_\_\_\_\_  
NOES \_\_\_\_\_  
ABSTAIN \_\_\_\_\_  
ABSENT \_\_\_\_\_

Ordinance requested by  
Planning and Zoning Committee

12-11-12

ORDINANCE NO. 2012-\_\_\_\_\_

Amend Zoning Ordinance text

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the Jefferson County Zoning Ordinance, and

WHEREAS, Petition R3617T-12 was referred to the Jefferson County Planning and Zoning Committee for public hearing on October 18, 2012, and

WHEREAS, the Planning and Zoning Committee recommended approval of the amendment at its October 29, 2012, meeting, but delayed forwarding it to the Board of Supervisors until a majority of the Towns in Jefferson County filed responses in favor of the amendment, and

WHEREAS, a majority of the Towns have now filed their approval of the amendment, and

WHEREAS, the proposed amendment has been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the zoning ordinance of Jefferson County as follows:

*(Amend 11.04(f)6 as set forth in Ordinance 2011-28 to read as follows:)*

**Minimum Lot Area.** Thirty-five (35) acres, with the following exceptions and qualifiers:

- a. A-1 lots created around a residence constructed before January 15, 1975 as a result of a farm consolidation certified survey map recorded between January 15, 1975 and March 13, 2012, with such lots instead having a minimum lot area of one acre. (Farm consolidation lots for certified survey maps recorded after March 13, 2012 are still allowed, but require rezoning to the A-3 district.)
- b. Parcels of less than thirty-five (35) acres which existed prior to January 15, 1975, with such parcels instead having a minimum lot area equal to their lot area on January 15, 1975.
- c. On parcels with less than thirty-five (35) acres of contiguous land under common ownership, only one animal unit is allowed per acre, with a minimum of 2 acres required to house animal units.
- d. A-1 zoned lands transferred from a parcel of record to another after February 8, 2000 shall not be used to create A-3 lots or in the calculation of the number of A-3 lots available under the policies expressed in this Ordinance or the Agricultural Preservation and Land Use Plan.
- e. Parcels of less than thirty-five (35) acres which are a result of a zoning district amendment to the official Zoning Maps of Jefferson County. (R3617T-12 – Jefferson County)

AYES \_\_\_\_\_  
 NOES \_\_\_\_\_  
 ABSTAIN \_\_\_\_\_  
 ABSENT \_\_\_\_\_

Ordinance requested by  
Planning and Zoning Committee

12-11-12



**RESOLUTION NO. 2012-\_\_\_\_\_**

**Create the County Administrator Search Committee**

WHEREAS, Gary R. Petre has announced his retirement from the position of County Administrator effective March 31, 2013, and

WHEREAS, the Administration & Rules Committee is charged with supervising the office of County Administrator, and

WHEREAS, the Administration & Rules Committee proposes that a Search Committee be created for the purpose of filling the vacancy created by Mr. Petre's retirement, and

WHEREAS, the Administration & Rules Committee proposes that the Search Committee be comprised of the Administration & Rules Committee (Mode, Molinaro, Kuhlman, Braughler, Babcock) together with Richard Jones, Chair of the Finance Committee, and Pam Rogers, member of the 2005 Search Committee, and

WHEREAS, the Administration & Rules Committee also recommends use of a professional consultant for the search, hiring process and background review,

NOW, THEREFORE, BE IT RESOLVED that the County Administrator Search Committee be established, and be comprised of the persons as set forth above.

BE IT FURTHER RESOLVED that the Search Committee is authorized to contract for necessary professional consulting services and manage the process of filling the upcoming vacancy in the office of County Administrator.

*Fiscal Note: Consultant fees are estimated to be as much as \$15,000 - \$20,000. Competitive proposals will be sought. Prior to the Board acting on this resolution, it is anticipated that the Finance Committee will meet to transfer funds from the contingent account to pay for anticipated expenses in this process.*

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSTAIN \_\_\_\_\_

ABSENT \_\_\_\_\_

Requested by  
Administration & Rules Committee

12-11-12

Philip Ristow: 12-05-12

RESOLUTION NO. 2012-\_\_\_\_\_

**Asking the State Legislature to amend Wisconsin's Open Records Law  
to permit an authority to impose fees for actual expenses incurred in  
accommodating open records requests requiring redaction  
or to inspect and/or hand count election ballots**

WHEREAS, § 19.35 of Wisconsin's Open Records Law states in pertinent part that unless "otherwise provided by law or as authorized to be prescribed by law, an authority may impose a fee upon a requester for *locating* a record, not exceeding the actual, necessary and direct cost of location, if the cost is \$50 or more." (emphasis added), and

WHEREAS, in a recent Wisconsin Supreme Court Decision entitled *Milwaukee Journal Sentinel v. City of Milwaukee*, Case No.: 2011AP1112, the Court held that an authority can only charge for the four enumerated tasks set forth within § 19.35(3), the aforementioned "location cost" being one of them, and

WHEREAS, the *Milwaukee Journal Sentinel* Court further held that, contrary to the League of Wisconsin Municipalities' assertion, as raised within its non-party brief, a "location cost" does not include the actual cost of staff time and materials expended to redact information from a voluminous open records request, specifically stating that had the legislature "intended to allow an authority to recoup all of its actual costs, it could have simply said so rather than delineate four specific tasks for which fees may be imposed in Wis. Stat. § 19.35(3)", and

WHEREAS, based on the above-referenced ruling, the Government Accountability Board ("GAB"), as well as an Assistant Attorney General, have advised authorities against charging a fee for the labor and materials expended in accommodating an Open Records Request to inspect and/or hand count election ballots ("hand count") as a "location cost" notwithstanding that County Clerks, as the custodian of said ballots, have a statutory duty to keep all election materials secure and unaltered, which according to GAB guidelines may be accomplished through a "no-touch" requirement that in most cases must be satisfied by paying staff to supervise the Hand Count without allowing already taxed Counties to recoup the same under Wis. Stat. § 19.35(3), and

WHEREAS, following the June 5th Recall Election, Jefferson County ("County") was one of the many counties in Wisconsin that received an Open Records Request from an organization known as the Election Fairness Group as well as other groups, demanding that it preserve the following election materials so as to allow them to commence a county-wide hand count of the Recall Election Ballots: voted ballots; unvoted ballots; print out tapes and the electronically stored memory from the voting machines; Tally sheets; Inspectors' Statements, used absentee ballot envelopes, poll lists, Board of Canvass reports, and spreadsheets or other summaries of the vote totals from the June 5, 2012, Recall Elections for all voting districts in Jefferson County, and

WHEREAS, Jefferson County incurred significant expenses for staff time in accommodating the hand count related thereto, while still adhering to the "no touch" rule, and

WHEREAS, despite the significant costs incurred in accommodating the Election Fairness Group's hand count under the Open Records Law, the County was unable to recoup any of it under the current fee shifting provision of Wis. Stat. § 19.35(3), and

WHEREAS, as evident by an email correspondence from a group known as the Wisconsin Grassroots Network sent to all Wisconsin County Clerks on or about November 1, 2012, Open Records Requests similar to the aforementioned may become common, causing the County to again incur significant expenses, absent any recourse for purposes of recouping the same, and

WHEREAS, the opinion in the *Milwaukee Journal Sentinel* decision recognized that Wisconsin's Open Records Law needs legislative re-examination particularly due to the advances in technology and the burdensome costs faced by municipalities in responding to requests such as the ones registered by this growing population of grassroots groups that are seemingly using Wisconsin's Open Records Law to conduct their own recount elections, but on the taxpayer's dime or involving records requiring redaction of confidential information, and

WHEREAS, in order to maintain the underlying spirit of Wisconsin's Open Records Law, while avoiding the undue economic burden that municipalities will continue to suffer if unable to recoup any of the costs associated with hand count requests issued thereunder, it is imperative that the State Legislature amend Wis. Stat. § 19.35(3) to include a provision that permits an authority to impose fees for the actual labor and material costs it incurs in accommodating Open Records Requests involving redaction or to inspect and/or hand count election ballots.

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Board of Supervisors hereby urges the Governor and the State Legislature to amend Wis. Stat. § 19.35(3) to include a provision that permits an authority to impose fees for the actual labor and material costs it incurs in accommodating Open Records Requests requiring redaction or to inspect and/or hand count election ballots.

*Fiscal Note: No direct fiscal impact.*

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSTAIN \_\_\_\_\_

ABSENT \_\_\_\_\_

Requested by  
Administration & Rules Committee

12-11-12

Philip Ristow: 12-03-12

**Item 11a**

**RESOLUTION NO. 2012-\_\_\_\_**

**Authorize purchase contracts for two conservation easements**

WHEREAS, the Farmland Conservation Easement Commission has applied for grant funds from the NRCS Farm and Ranch Land Protection Program to fund 50% of the purchase price of two conservation easements in the Town of Waterloo:

- 1. Dale Neupert, 189.6 acres, 3 development rights, \$230,000, and
- 2. Gordon and Gregory Wilkie, 162.4 acres, \$275,000, and

WHEREAS, the Natural Resource Conservation Service (NRCS) has approved grant funding for such purchases, and

WHEREAS, the landowners are donating a portion of the value of the conservation easement:

- 1. Dale Neupert - \$46,000
- 2. Gordon and Gregory Wilkie - \$55,000, and

WHEREAS, the County outlay to purchase said easements net of the NRCS grant funding and landowner donations is:

- 1. Dale Neupert - \$69,000
- 2. Gordon and Gregory Wilkie - \$82,500, and

WHEREAS, the Farmland Conservation Easement Commission requests authority to contract with Dale Neupert in the amount of \$230,000 for a conservation easement covering his 189.6 acres, and \$275,00 with Gordon and Gregory Wilkie for a conservation easement covering their 162.4 acres,

NOW, THEREFORE, BE IT RESOLVED that the Farmland Conservation Easement Commission is authorized to enter into a contract to purchase an agricultural conservation easement from Dale Neupert in the amount of \$230,000 covering 189.6 acres in the Town of Waterloo, and with Gordon and Gregory Wilkie in the amount of \$275,000 covering 162.4 acres in the Town of Waterloo.

*Fiscal Note: The County's share of the purchase price for each is \$69,000 for the Neupert property and \$82,500 for the Wilkie property. There are title insurance and appraisal costs that will be about \$3,000 per parcel. Adequate funds are budgeted in the 2012 budget for this purpose.*

AYES \_\_\_\_\_  
 NOES \_\_\_\_\_  
 ABSTAIN \_\_\_\_\_  
 ABSENT \_\_\_\_\_

Requested by  
Farmland Conservation Easement Commission

12-11-12

Philip Ristow: 12-05-12

RESOLUTION NO. 2012-\_\_\_\_\_

Authorize Highway Department sign truck purchase

WHEREAS, the Jefferson County Highway Department is updating highway maintenance and construction equipment, and

WHEREAS, bids were solicited for (1) 2013 or 2014 model sign truck, with platform booms and an auger attachment, and such bids were received and opened on November 27, 2012, with the following results for the truck including the low bid Flannegan Western sign body equipment and setup:

Sign Truck Vendors

**Company:** Capital City International/Flannegan Western  
**Make & Model:** 2014 International 4400 SBA  
**Net Bid:** \$153,128.21

**Company:** Truck Country Freightliner/Flannegan Western  
**Make & Model:** 2014 Freightliner M2 106  
**Net Bid:** \$159,480.00

**Company:** Wisconsin Kenworth/Flannegan Western  
**Make & Model:** 2014 Kenworth T440  
**Net Bid:** \$172,283.00

**Company:** Badger Truck Center/Flannegan Western  
**Make & Model:** 2013 Ford F750  
**Net Bid:** \$158,399.00

WHEREAS, the Jefferson County Highway Committee has reviewed the bids and accepted the Highway Department staff recommendations based on the review of vehicle bids, specifications, vendor qualifications, serviceability, and maintenance costs, and

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Highway Department is authorized to purchase one (1) 2014 Model International 4400SBA Tri-axle Truck from Capital City International for \$76,595.21 and the sign body from Flannegan Western for \$76,533.00 for the bid price of \$153,128.21.

*Fiscal Note: Money to come from the Highway Department Equipment Operations Cost Center 53241.*

AYES \_\_\_\_\_  
NOES \_\_\_\_\_  
ABSTAIN \_\_\_\_\_  
ABSENT \_\_\_\_\_

Requested by Highway Committee

12-11-12

Bill Kern: 12-04-12

Item 12b

RESOLUTION NO. 2012-\_\_\_\_\_

Authorize Highway Department 50-ton gooseneck trailer purchases

WHEREAS, the Jefferson County Highway Department is updating highway maintenance and construction equipment, and

WHEREAS, bids were solicited for one (1) 2013 Model 50-Ton Gooseneck Trailer and such bids were received and opened on November 27, 2012, with the following results:

**Equipment Vendors**

**Company:** Brooks Tractor  
Make & Model: 2013 Etnyre RF50 TD3  
Bid: \$81,000.00

**Company:** Aring Equipment  
Make & Model: No Bid  
Bid: No Bid

**Company:** Miller Bradford & Risberg  
Make & Model: No Bid  
Bid: No Bid

**Company:** FABCO  
Make & Model: No Bid  
Bid: No Bid

WHEREAS, the Jefferson County Highway Committee has reviewed the bids and accepted the Highway Department staff recommendations based on the review of vehicle bids, specifications, vendor qualifications, serviceability, and maintenance costs, and

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Highway Department is authorized to purchase one (1) 2013 Model Etnyre RF50 TDS Gooseneck Trailer from Brooks Tractor Company for the bid price of \$81,000.

*Fiscal Note: Money to come from the Highway Department Equipment Operations Cost Center 53241.*

AYES \_\_\_\_\_  
NOES \_\_\_\_\_  
ABSTAIN \_\_\_\_\_  
ABSENT \_\_\_\_\_

Requested by Highway Committee

12-11-12

Bill Kern: 12-04-12

**Authorize Highway Department track excavator purchase**

WHEREAS, the Jefferson County Highway Department is updating highway maintenance and construction equipment, and

WHEREAS, the Jefferson County Highway Department has the need for a large track excavator for improvement projects over the next three years, and

WHEREAS, the cost of rental of a large track excavator would considerably exceed the cost to purchase a 78,000 lb track excavator, and

WHEREAS, bids were solicited for one (1) 2012 or 2013 Model 78,000 lb Track Excavator and such bids were received and opened on November 27, 2012, with the following results:

**Equipment Vendors**

<b>Company:</b>	<b>Aring Equipment</b>
Make & Model:	2012 Volvo EC340 (436 hrs.)
3yr Buyback	\$197,000.00
Net Bid:	<b><u>\$213,445.00</u></b>

<b>Company:</b>	<b>FABCO</b>
Make & Model:	2013 CAT 336EL (0 hrs.)
3yr Buyback	\$222,000.00
Net Bid:	\$287,200.00

<b>Company:</b>	<b>Roland Machinery</b>
Make & Model:	2012 Komatsu PC 390 LC-10 (0 hrs.)
3yr Buyback	\$175,000.00
Net Bid:	\$280,000.00

WHEREAS, the Jefferson County Highway Committee has reviewed the bids and accepted the Highway Department staff recommendations based on the review of vehicle bids, specifications, vendor qualifications, serviceability, and maintenance costs, and

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson County Highway Department is authorized to purchase one (1) 2012 Model Volvo EC340 from Aring Equipment with a bid price of \$213,445.00. The Highway Department is also authorized to enter into an optional buyback purchase agreement with Aring Equipment that will guarantee the Highway Department \$197,000 for the excavator in three years.

*Fiscal Note: Money to come from the Highway Department Equipment Operations Cost Center 53241.*

AYES \_\_\_\_\_  
 NOES \_\_\_\_\_  
 ABSTAIN \_\_\_\_\_  
 ABSENT \_\_\_\_\_

Requested by Highway Committee

12-11-12

Bill Kern: 12-04-12

RESOLUTION NO. 2012-\_\_\_\_\_

**Contract for professional design services for County Trunk Highway J**

WHEREAS, road conditions on County Trunk Highway J (CTH G – Collins Road) are in very poor condition and need significant construction improvements, and

WHEREAS, right-of-way limits are narrow and it is anticipated that additional property easements will be needed to complete construction work, and

WHEREAS, bids were solicited for engineering design work in November 2012, with the following results:

<u>Consultant</u>	<u>Estimate</u>
One Source Consulting	\$ 40,322.01
Snyder & Associates Engineers	\$ 74,180.00
<b>Short Elliott Hendrickson, Inc.</b>	<b>\$ 79,044.77</b>
MSA Professional Services	\$ 82,538.49
Donohue & Associates	\$ 83,905.27
SRF Consulting	\$ 84,789.07
Ruekert/Mielke	\$ 85,381.00
Exp	\$ 107,730.46
R.A. Smith National	\$ 112,920.00
Crispell-Snyder, Inc.	\$ 116,878.00
Ayres Associates	\$ 139,983.00

WHEREAS, the Highway Department staff reviewed and ranked proposals of the design firms, including experience and qualifications of the design team, along with project approach and design estimates, and recommends contracting with Short Elliott Hendrickson for the design work,

NOW, THEREFORE, BE IT RESOLVED that the Highway Department is authorized to enter into a contract with Short Elliott Hendrickson for \$79,044.77 for the design of County Trunk Highway J.

*Fiscal Note: Funds for the design work will come from the Highway Department Road Construction account #53312.*

AYES \_\_\_\_\_  
 NOES \_\_\_\_\_  
 ABSTAIN \_\_\_\_\_  
 ABSENT \_\_\_\_\_

Requested by Highway Committee

12-11-12

Bill Kern: 12-04-12



**RESOLUTION NO. 2012-\_\_\_\_\_****Adopting the recommendations of the 2012 Employee Classification and Compensation Study**

WHEREAS, the County has retained the services of Carlson Dettmann Consulting LLC, hereinafter "Consultant", to study and analyze the current multiple classification and compensation plans, and to develop recommendations regarding future position classification and compensation for County employees, and

WHEREAS, the Human Resources Committee accepted the recommendations made by the Consultant to replace the existing County employee compensation structures, excepting the employee compensation structure for the Jefferson County Law Enforcement Officers Association and the compensation structure for the County's Elected Officials, with a new employee compensation structure consisting of 22 pay grades, with 11 steps in each grade, and

WHEREAS, the Committee recommends that this new employee compensation structure, as described above, be implemented as of December 30, 2012, and

WHEREAS, there is no recommendation to cut the base pay of any existing employee as part of the implementation of the compensation study, and

WHEREAS, the Committee recommends an implementation strategy as set forth in "Attachment A", and;

WHEREAS, the Committee recommends that the County conduct a formal Position Classification Review Process for employees to request a review of position grading established by the study as set forth in "Attachment B".

NOW, THEREFORE, BE IT RESOLVED, that the County Board hereby authorizes and directs the adoption and implementation of the recommendation made by the Consultant to replace the existing employee classification and compensation structures, excepting the employee compensation structure for the Jefferson County Law Enforcement Officers Association and the compensation structure for the County's Elected Officials, with a new employee Classification and Compensation Plan consisting of 22 pay grades, with 11 steps in each grade effective December 30, 2012, and

BE IT FURTHER RESOLVED, that all prior pay plans for affected employees are hereby rescinded and abolished effective 11:59 p.m. December 29, 2013, and

BE IT FURTHER RESOLVED, that the classification and compensation structure is attached hereto as "Attachment C" for reference purposes only, and is subject to further review and modification by the Human Resources Committee as provided below, and

BE IT FURTHER RESOLVED, the implementation of this Classification and Compensation Plan will be accomplished as outlined in "Attachment A", and

BE IT FURTHER RESOLVED, that the position title changes and/or removal from the wage schedule as identified in "Attachment C" are hereby approved, and

BE IT FURTHER RESOLVED, that any employee whose rate of pay as of December 29, 2012, exceeds the maximum adopted rate for their position's pay grade shall have their wages frozen ("red circled") until such time that the pay structure, through future amendments, meets or exceeds their rate of pay as of December 29, 2012, and

BE IT FURTHER RESOLVED, that the Committee shall conduct a formal Position Classification Review Process as set forth in "Attachment B", which is attached hereto, for employees to request a review of their position classification and grading, and

BE IT FURTHER RESOLVED, that the Human Resources Committee's determinations regarding position classification and grading after the Position Classification Review Process is completed are final, but position classification and grading may be modified in the future for good and substantial reasons.

BE IT FURTHER RESOLVED, if the implementation plan should conflict with provisions of the Personnel Ordinance, the implementation plan shall control.

*Fiscal Note: The total 2013 cost to implement the plan (excluding costs based on approving appeals through the process established in Attachment B) is estimated to be \$387,839. The current 2013 budget contains \$197,562 for step increases including retirement and social security contributions. The 2013 budget contains \$250,000 established as part of the contingent fund for the cost of implementing this plan. The contingent fund amount combined with the budgeted step increases total \$447,562 in the 2013 budget for wage adjustments. Estimated revenue based on the increased cost of the plan is \$23,298, leaving an aggregate budget surplus of \$83,021 if the plan is implemented prior to any costs related to approved appeals.*

*If this pay plan is approved, it is anticipated that the Finance Committee will make the appropriate adjustments to each department budget from the funds already contained in the budget for this purpose after completion of the appeals process.*

*For calendar year 2014, the net cost of salary and wage increases including retirement and social security will be about \$345,469 more than the amount expended in 2013 with all other factors remaining the same.*

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSTAIN \_\_\_\_\_

ABSENT \_\_\_\_\_

Requested by  
Human Resources Committee

12-11-12

Phil Ristow: 11-20-12, 12-06-12; Terri M. Palm-Kostroski: 11-28-12; 12-3-12

## ATTACHMENT A

### Implementation of the 2012 Classification and Compensation pay plan

The Classification and Compensation Plan is to be implemented in the following manner:

1. Green-circled employees (employees whose current rate of pay is below the minimum of the recommended pay range) will go to the minimum step on December 30, 2012. If the minimum step is less than a step the employee would have received on their individual step-increase date (anniversary date), then the employee will move to the next step of the new pay plan effective the first day of the pay period following the employee's step-increase date. The employee's step-increase date does not change. This affects approximately 30 employees.
2. If the minimum step is greater than a step the employee would have received on their individual step-increase date, the employee receives no additional movement in steps in 2013, and December 30 becomes the employees' new step-increase date. This affects approximately 30 employees.
3. Red-circled employees (employees whose current rate of pay is above the maximum of the recommended pay range) will remain at the current rate of pay until the new pay plan is adjusted upward to the point the employee now is placed on the top step of the applicable range. This currently affects approximately 50 employees.
4. Employees who are currently in steps, and will continue to be in steps in the new pay plan, will, on their individual step-increase date, receive the next step in the current pay plan/range, and use this rate to be placed into the step that provides an increase in the new pay plan. This will be effective the first day of the pay period following the employee's step-increase date and the employee retains his/her current step-increase date. This affects approximately 170 employees.
5. Employees who are currently at the top step ("maxed out" in steps) will, on their **hire date**, be placed in the new pay plan at the step that provides an increase. This will be effective the first day of the pay period following the employee's step-increase date and the employee's hire date becomes the step-increase date for future step increases. This affects approximately 150 employees.
6. If the implementation plan should conflict with provisions of the Personnel Ordinance, the implementation plan shall control.

Dated: December 11, 2012

**ATTACHMENT B**

**JEFFERSON COUNTY**  
**CLASSIFICATION AND COMPENSATION STUDY**  
**POSITION ALLOCATION**  
**REVIEW PROCESS**

Jefferson County is using the following process for employee reviews of position allocations resulting from the adoption of the Classification and Compensation Study.

The process used by Carlson Dettmann Consulting, LLC (the Consultant) in conducting the classification and compensation study involved substantial employee input and administrative review. Every employee was responsible for submitting either an individual Job Description Questionnaire (JDQ) or a group JDQ. Departments were responsible for reviewing all JDQ's for accuracy and completeness. In addition to analyzing JDQ's, the Consultant interviewed department directors to obtain an overview of their organizations.

If a County staff member feels that the Consultant committed a gross error in applying the Point Factor Job Evaluation System to his/her position, or if the employee's job has changed significantly since the original JDQ response, then the employee may supply additional information and ask for a re-evaluation.

## **GRADE REVIEW GUIDELINES**

### **Basis for Review**

Grade reviews must be focused on the JDQ. If an employee believes their job has been incorrectly graded, the employee must read through their JDQ and focus on areas they feel may have been evaluated incorrectly. Typically, these areas will be the responsibilities of your position that are unique or are not commonly found in similar positions. Any comparisons with other positions must be based on documented evidence submitted by the appellant.

Each employee's supervisor and department head must review, comment, and sign off on requests to review. Human Resources will review all requests to ensure guidelines are met before forwarding them to the Consultant.

***Matters that are not subject to review include the policy decisions made by the County on market comparisons, pay structure, and pay plan implementation and related policies.***

### **How to file a Request to Review:**

1. Obtain a "Request to Review Form" from the employee website or from the Human Resources Department. ***Employees in the same classification may file one review as a group.*** The review form must include a statement of the basis of the review, which is limited to the two appropriate review criteria explained above.
  - a. If the review involves a claim of additional responsibilities or significant changes to the position since the completion of the JDQ, the employee must attach a ***hard copy*** of their original JDQ, ***with any changes indicated on the JDQ itself.*** Changes can either be

shown in handwriting, or if the employee uses the electronic form of the JDQ, changes should be made very clear using underlining or some other demarcation.

2. Submit the Request to Review Form and any documentation to your immediate supervisor by 12:00pm, Monday, December 31, 2012.
3. The supervisor will meet with the Department Head to review the information provided by the employee, certify that it is factual and correct, sign the Supervisor and Department Head review portion of the form, include a fiscal note, and, at his/her discretion(s), provide additional comments.
4. Department heads should submit the review requests to the Human Resources Director no later than 12:00pm, Friday, January 11, 2013. Requests received after the deadline date will be considered late and will not be accepted.
5. The Human Resources Director will review the requests to ensure the guidelines are followed and will forward the review requests to the Consultant for analysis and a recommendation by 4:30pm, Tuesday, January 15, 2013.
6. The Consultant will consider the substance and merits of each review and in doing so, may find it necessary to gather further information from the employee and/or supervisor. The Consultant will prepare a brief written response on each request indicating if he feels the review has been upheld, or if not, his reason for recommending denial of the request. A written response will be provided to the Human Resources Director by Tuesday, February 12, 2013.
7. The Human Resources Director will provide a summary of all reviews by sending a copy to all Department Heads to post within the department, as well as post a copy on the employee website. The reviews recommendations will be posted by Thursday, February 14, 2013. In addition, the employee, supervisor and the department head will receive a copy of the individual written response.
8. Employees who are not in agreement with the recommendation from the Consultant may appear before the Human Resources Committee. Employees will be allowed approximately 5 minutes to present to the Committee his/her reason for believing the Consultant misclassified their position. Employees must notify the Human Resources Director, in writing or email, by 4:30pm on Wednesday, February 20, 2013, of his/her desire to meet with the Committee.
9. The Human Resources Committee will meet at a date and time to be set by the Committee to listen to employees' petitions and to discuss and take action on the recommendations of the reviews. The final decision on all reviews will be the responsibility of the Human Resources Committee.
10. Reviews approved by the Human Resources Committee will be retroactive in accordance with the implementation method approved by County Board.

Dated: December 11, 2012

**JEFFERSON COUNTY  
EMPLOYEE COMPENSATION AND CLASSIFICATION PLAN  
REQUEST FOR REVIEW FORM**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Department: \_\_\_\_\_

Signature: \_\_\_\_\_

***EMPLOYEES SUBMITTING A REVIEW AS A GROUP SHOULD COMPLETE A SEPARATE SHEET TO INCLUDE ALL NAMES AND SIGNATURES***

**I believe my position was incorrectly graded because:**

(If the basis of the review is additional responsibilities or significant changes to the position since the completion of the JDQ, please explain when the duties changed, the reason for the change, and from where the duties originated. If the duties came from another position, the employee must indicate from which position they were removed).

Dated: December 11, 2012

MANAGEMENT REVIEW FORM

**Supervisor Review Section:**

I certify that I have reviewed all factual information concerning this review.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position Title

\_\_\_\_\_  
Date

Comments:

**Department Head Review Section:**

I certify that I have reviewed all factual information concerning this review.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position Title

\_\_\_\_\_  
Date

Fiscal Impact:

Comments:

**Human Resources Director Review Section:**

I certify that I have reviewed all factual information concerning this review.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position Title

\_\_\_\_\_  
Date

Comments:

COLOR KEY	
Contract Position	
Green Circled positions (62)	
Red Circled positions (48)	
Exempt status Changes	
Job Title Changes	

**ATTACHMENT C**  
**Jefferson County**  
**Classification and Compensation Structure**  
Effective December 30, 2012

JOB TITLE	DEPARTMENT	Current Plan			Proposed Title	RECOMMENDED 2013 STRUCTURE - HOURLY FORMAT				FLSA Exempt
		Min	Mid	Max		Grade	Min	Mid	Max	
County Administrator	Administration	\$45.31	\$51.79	\$58.27	County Administrator	22	\$48.25	\$55.14	\$62.03	Y (DH)
Corporation Counsel	Corporation Counsel	\$42.27	\$48.30	\$54.34	Corporation Counsel	20	\$44.77	\$51.17	\$57.57	Y (DH)
Director of Human Services (1)	Human Services	\$39.21	\$44.80	\$50.40	Director of Human Services	19	\$43.04	\$49.19	\$55.34	Y (DH)
Director/Health Officer	Health	\$36.13	\$41.29	\$46.45	Director/Health Officer	16	\$37.84	\$43.24	\$48.65	Y (DH)
Highway Commissioner	Highway	\$36.13	\$41.29	\$46.45	Highway Commissioner	16	\$37.84	\$43.24	\$48.65	Y (DH)
Chief Deputy	Sheriff	\$33.07	\$37.80	\$42.52	Chief Deputy	15	\$36.10	\$41.26	\$46.42	Y (DH)
Finance Director	Finance	\$34.61	\$39.55	\$44.49	Finance Director	15	\$36.10	\$41.26	\$46.42	Y (DH)
Human Resources Director	Human Resources	\$34.61	\$39.55	\$44.49	Human Resources Director	15	\$36.10	\$41.26	\$46.42	Y (DH)
Parks Director	Parks Department	\$34.61	\$39.55	\$44.49	Parks Director	15	\$36.10	\$41.26	\$46.42	Y (DH)
Zoning and Planning Director	Zoning & Planning	\$34.61	\$39.55	\$44.49	Zoning and Planning Director	15	\$36.10	\$41.26	\$46.42	Y (DH)
Child Support Director (1)	Child Support	\$31.55	\$36.06	\$40.56	Child Support Director	14	\$34.37	\$39.28	\$44.19	Y (DH)
Family Court Com/Guar At Litem	Clerk of Courts	\$34.61	\$39.55	\$44.49	Circuit Court Commissioner	14	\$34.37	\$39.28	\$44.19	Y (DH)
Family Court Commissioner	Clerk of Courts	\$34.61	\$39.55	\$44.49	Circuit Court Commissioner	14	\$34.37	\$39.28	\$44.19	Y (DH)
Land & Water Conservation Dir.	LWCD	\$33.07	\$37.80	\$42.52	Land & Water Conservation Dir.	14	\$34.37	\$39.28	\$44.19	Y (DH)
Land Information Director	Land Information	\$33.07	\$37.80	\$42.52	Land Information Director	14	\$34.37	\$39.28	\$44.19	Y (DH)
Administrative Services Mngr	Human Services	\$30.01	\$34.30	\$38.59	Administrative Services Mngr	13	\$32.63	\$37.29	\$41.95	Y
Aging/Disability Resource Mngr	Human Services	\$30.01	\$34.30	\$38.59	Aging and Disability Resources Div Mngr	13	\$32.63	\$37.29	\$41.95	Y
Asst Corporation Counsel (1)	Corporation Counsel	\$30.01	\$34.30	\$38.59	Asst Corporation Counsel	13	\$32.63	\$37.29	\$41.95	Y (DH)
Captain-Administrative	Sheriff	\$30.01	\$34.30	\$38.59	Captain-Administrative	13	\$32.63	\$37.29	\$41.95	Y



Captain-Jail	Sheriff	\$30.01	\$34.30	\$38.59	Captain-Jail	13	\$32.63	\$37.29	\$41.95	Y
Captain-Patrol	Sheriff	\$30.01	\$34.30	\$38.59	Captain-Patrol	13	\$32.63	\$37.29	\$41.95	Y
Child and Family Div Manager	Human Services	\$30.01	\$34.30	\$38.59	Child and Family Div Manager	13	\$32.63	\$37.29	\$41.95	Y
Economic Development Director	EDC	\$28.49	\$32.56	\$36.63	Economic Development Director	13	\$32.63	\$37.29	\$41.95	Y (DH)
Fair Park Director (1)	County Fair	\$31.55	\$36.06	\$40.56	Fair Park Director	13	\$32.63	\$37.29	\$41.95	Y (DH)
Highway Operations Manager	Highway	\$30.01	\$34.30	\$38.59	Highway Operations Manager	13	\$32.63	\$37.29	\$41.95	Y
Information Technology Mgr	MIS	\$31.55	\$36.06	\$40.56	Information Technology Mgr	13	\$32.63	\$37.29	\$41.95	Y (DH)
Systems & Applications Manager	MIS	\$30.01	\$34.30	\$38.59	Systems & Applications Manager	13	\$32.63	\$37.29	\$41.95	Y (DH)
Advanced Fund Accountant (1)	Finance	\$25.43	\$29.06	\$32.70	Assistant Finance Director	12	\$30.90	\$35.31	\$39.72	Y
Economic Support Services Mngr	Human Services	\$28.49	\$32.56	\$36.63	Economic Support Division Mngr	12	\$30.90	\$35.31	\$39.72	Y
Highway Fleet Manager	Highway	\$28.49	\$32.56	\$36.63	Highway Fleet Manager	12	\$30.90	\$35.31	\$39.72	Y
Maintenance Manager	Central Services	\$26.95	\$30.81	\$34.66	Director of Maintenance	12	\$30.90	\$35.31	\$39.72	Y (DH)
Public Health Program Manager	Health	\$28.49	\$32.56	\$36.63	Public Health Program Manager	12	\$30.90	\$35.31	\$39.72	Y
Child Protective Services Supr	Human Services	\$28.49	\$32.56	\$36.63	Child Protective Services Supr	11	\$29.16	\$33.33	\$37.50	Y
Community Sup Prog Supervisor	Human Services	\$28.49	\$32.56	\$36.63	Community Sup Prog Supervisor	11	\$29.16	\$33.33	\$37.50	Y
Comprehensive Commun Serv Supr	Human Services	\$28.49	\$32.56	\$36.63	Comprehensive Commun Serv Supr	11	\$29.16	\$33.33	\$37.50	Y
Emergency Management Director (1)	Sheriff	\$25.43	\$29.06	\$32.70	Emergency Management Director	11	\$29.16	\$33.33	\$37.50	Y (DH)
Intake and Juvenile Justice Supervisor (1)	Human Services	\$28.49	\$32.56	\$36.63	Intake Supervisor	11	\$29.16	\$33.33	\$37.50	Y
Maintenance Supervisor	Human Services	\$26.95	\$30.81	\$34.66	Maintenance Supervisor	11	\$29.16	\$33.33	\$37.50	Y
Mental Health/AODA Supervisor	Human Services	\$28.49	\$32.56	\$36.63	Mental Health/AODA Supervisor	11	\$29.16	\$33.33	\$37.50	Y
Accountant	Highway	\$26.95	\$30.81	\$34.66	Senior Accountant	10	\$27.43	\$31.35	\$35.27	Y
Heavy Maint Superintendent	Highway	\$26.95	\$30.81	\$34.66	Heavy Maint Superintendent	10	\$27.43	\$31.35	\$35.27	Y
Operations Superintendent	Highway	\$26.95	\$30.81	\$34.66	Operations Superintendent	10	\$27.43	\$31.35	\$35.27	Y
Parks Supervisor (1)	Parks Department	\$25.43	\$29.06	\$32.70	Parks Supervisor	10	\$27.43	\$31.35	\$35.27	Y
Patrol Superintendent	Highway	\$26.95	\$30.81	\$34.66	Patrol Superintendent	10	\$27.43	\$31.35	\$35.27	Y
Senior Systems Analyst	MIS	\$26.95	\$30.81	\$34.66	Senior Systems Analyst	10	\$27.43	\$31.35	\$35.27	Y
Veterans Service Officer	VSO	\$25.43	\$29.06	\$32.70	Veterans Service Officer	10	\$27.43	\$31.35	\$35.27	Y (DH)
ADRC Coordinator	Human Services	\$25.43	\$29.06	\$32.70	ADRC Supervisor	9	\$25.69	\$29.36	\$33.03	Y
Benefits Administrator	Human Resources	\$23.89	\$27.31	\$30.73	Benefits Administrator	9	\$25.69	\$29.36	\$33.03	Y
Economic Support Spec-Suprv	Human Services	\$22.37	\$25.56	\$28.76	Economic Support Supervisor	9	\$25.69	\$29.36	\$33.03	Y
Fair Park Supervisor	County Fair	\$25.43	\$29.06	\$32.70	Fair Park Supervisor	9	\$25.69	\$29.36	\$33.03	Y
IT Specialist/Compliance Officer(1)	Human Services	\$19.31	\$22.06	\$24.81	IT Specialist/Compliance Officer	9	\$25.69	\$29.36	\$33.03	Y
Juvenile Justice Supervisor	Human Services	\$20.11	\$22.64	\$25.17	Juvenile Justice Supervisor	9	\$25.69	\$29.36	\$33.03	Y
Sergeant - Detective	Sheriff	\$25.43	\$29.06	\$32.70	Sergeant - Detective	9	\$25.69	\$29.36	\$33.03	N
Sergeant - Support Services	Sheriff	\$25.43	\$29.06	\$32.70	Sergeant - Support Services	9	\$25.69	\$29.36	\$33.03	N

Sergeant-Detective	Sheriff	\$25.43	\$29.06	\$32.70	Sergeant-Detective	9	\$25.69	\$29.36	\$33.03	N
Sergeant-Jail	Sheriff	\$25.43	\$29.06	\$32.70	Sergeant-Jail	9	\$25.69	\$29.36	\$33.03	N
Sergeant-Patrol	Sheriff	\$25.43	\$29.06	\$32.70	Sergeant-Patrol	9	\$25.69	\$29.36	\$33.03	N
Sr Micro Computer Specialist (1)	MIS	\$23.89	\$27.31	\$30.73	Sr Micro Computer Specialist	9	\$25.69	\$29.36	\$33.03	N
Wraparound/Yth Srvc Supervisor (1)	Human Services	\$25.43	\$29.06	\$32.70	Wraparound/Yth Srvc Supervsr	9	\$25.69	\$29.36	\$33.03	Y
Zoning/On-Site Waste Mng Tech	Zoning & Planning	\$22.37	\$25.56	\$28.76	Zoning/On-Site Waste Mng Tech	9	\$25.69	\$29.36	\$33.03	N
Advanced Accountant	Human Services	\$22.37	\$25.56	\$28.76	Advanced Accountant	8	\$23.96	\$27.38	\$30.80	N
Behavioral Health Specialist (1)	Human Services	\$21.18	\$23.66	\$26.14	Behavioral Health Specialist	8	\$23.96	\$27.38	\$30.80	N
Chld Prot Serv Ongoing Prof I (5)	Human Services	\$20.64	\$23.04	\$25.45	Chld Prot Serv Ongoing Prof I	8	\$23.96	\$27.38	\$30.80	N
Communication Supervisor	Sheriff	\$22.37	\$25.56	\$28.76	Communication Supervisor	8	\$23.96	\$27.38	\$30.80	N
Community Support Prof II (4)	Human Services	\$21.18	\$23.66	\$26.14	Community Support Prof II	8	\$23.96	\$27.38	\$30.80	N
Comprhnsve Comm Srv Facilitatr (4)	Human Services	\$21.18	\$23.66	\$26.14	Comprhnsve Comm Srv Facilitatr	8	\$23.96	\$27.38	\$30.80	N
Early Intervention Serv Coord (NR)	Human Services	\$25.43	\$29.06	\$32.70	Birth-to-three/Preschool Supervisor Mediator/Custody and Placement Evaluator	8	\$23.96	\$27.38	\$30.80	Y
Family Court Counselor (1)	Clerk of Courts	\$21.18	\$23.66	\$26.14	Foster Care Coordinator	8	\$23.96	\$27.38	\$30.80	N
Foster Care Coordinator	Human Services	\$21.18	\$23.66	\$26.14	Human Resources Specialist	8	\$23.96	\$27.38	\$30.80	N
Human Resources Specialist (1)	Human Resources	\$22.37	\$25.56	\$28.76	Human Resources Specialist	8	\$23.96	\$27.38	\$30.80	Y
Intake/On Call Worker (5)	Human Services	\$21.18	\$23.66	\$26.14	Intake/On Call Worker	8	\$23.96	\$27.38	\$30.80	N
Jail Case Mngr/Beh Hlth Spec	Human Services	\$21.18	\$23.66	\$26.14	Jail Case Mngr/Beh Hlth Spec	8	\$23.96	\$27.38	\$30.80	N
Jail Food Service Supervisor	Sheriff	\$20.85	\$23.82	\$26.80	Jail Food Service Supervisor	8	\$23.96	\$27.38	\$30.80	Y
Lueder Haus Manager	Human Services	\$22.37	\$25.56	\$28.76	Lueder Haus Manager	8	\$23.96	\$27.38	\$30.80	Y
Nurse Case Manager	Human Services	\$23.70	\$26.01	\$28.32	Aging & Disability Resource Specialist II	8	\$23.96	\$27.38	\$30.80	Y
Office Manager	DA Office	\$22.37	\$25.56	\$28.76	Office Manager	8	\$23.96	\$27.38	\$30.80	Y
Office Manager	Human Services	\$22.37	\$25.56	\$28.76	Office Manager	8	\$23.96	\$27.38	\$30.80	Y
Onsite Waste Systems Tech	Zoning & Planning	\$22.37	\$25.56	\$28.76	Onsite Waste Systems Tech	8	\$23.96	\$27.38	\$30.80	N
Public Health Nurse	Health	\$23.70	\$26.01	\$28.32	Public Health Nurse	8	\$23.96	\$27.38	\$30.80	Y
Resource Conservationist	LWCD	\$22.37	\$25.56	\$28.76	Resource Conservationist	8	\$23.96	\$27.38	\$30.80	N
Soil Conservationist	LWCD	\$22.37	\$25.56	\$28.76	Soil Conservationist	8	\$23.96	\$27.38	\$30.80	N
Surveyor	Land Information	\$22.37	\$25.56	\$28.76	Surveyor	8	\$23.96	\$27.38	\$30.80	Y
Water Resource Management Spec	LWCD	\$22.37	\$25.56	\$28.76	Water Resource Management Spec	8	\$23.96	\$27.38	\$30.80	N
WIC Project Director Supervisor	Health	\$22.37	\$25.56	\$28.76	WIC Project Director Supervisor	8	\$23.96	\$27.38	\$30.80	Y
Adult Protective Srvc Case Mg	Human Services	\$20.11	\$22.64	\$25.17	Adult Protective Srvc Case Mg	7	\$22.23	\$25.40	\$28.58	N
Alternate Care Coordinator	Human Services	\$21.18	\$23.66	\$26.14	Alternate Care Coordinator	7	\$22.23	\$25.40	\$28.58	N
Community Support Prof I (1)	Human Services	\$19.59	\$21.88	\$24.17	Community Support Prof I	7	\$22.23	\$25.40	\$28.58	N
Dep Reg Prob/Lead Juvenile Cl (1)	Clerk of Courts	\$20.85	\$23.82	\$26.80	Dep Reg Prob/Lead Juvenile Cl	7	\$22.23	\$25.40	\$28.58	N
Human Service Professional II	Human Services	\$20.64	\$23.04	\$25.45	Human Service Professional II	7	\$22.23	\$25.40	\$28.58	N
Lead Deputy Clerk	Clerk of Courts	\$20.85	\$23.82	\$26.80	Lead Deputy Clerk	7	\$22.23	\$25.40	\$28.58	N

Paralegal (1)	DA Office	\$15.79	\$17.63	\$19.47	Paralegal II	7	\$22.23	\$25.40	\$28.58	N
Paralegal II, Confidential (1)	Corporation Counsel	\$19.31	\$22.06	\$24.81	Paralegal II	7	\$22.23	\$25.40	\$28.58	N
Accountant (1)	Human Services	\$19.31	\$22.06	\$24.81	Accountant	6	\$20.49	\$23.42	\$26.35	N
ADRC Social Worker	Human Services	\$20.11	\$22.64	\$25.17	Aging & Disability Resource Specialist I	6	\$20.49	\$23.42	\$26.35	N
Benefits Specialist (1)	Human Services	\$19.31	\$22.06	\$24.81	Elder Benefits Specialist	6	\$20.49	\$23.42	\$26.35	N
Cartographer	Land Information	\$19.59	\$21.88	\$24.17	Cartographer	6	\$20.49	\$23.42	\$26.35	N
Disability Benefits Specialist	Human Services	\$19.31	\$22.06	\$24.81	Disability Benefits Specialist	6	\$20.49	\$23.42	\$26.35	N
Early Intervention Teacher	Human Services	\$20.11	\$22.64	\$25.17	Early Intervention Teacher	6	\$20.49	\$23.42	\$26.35	N
Equipment Mechanic II	Highway	\$20.92	\$21.67	\$21.67	Equipment Mechanic II	6	\$20.49	\$23.42	\$26.35	N
GIS & Land Use Specialist	LWCD	\$19.59	\$21.88	\$24.17	GIS & Land Use Specialist	6	\$20.49	\$23.42	\$26.35	N
Human Services Professional I (1)	Human Services	\$20.11	\$22.64	\$25.17	Human Services Professional I	6	\$20.49	\$23.42	\$26.35	N
Micro Computer Specialist (1)	MIS	\$19.31	\$22.06	\$24.81	Micro Computer Specialist	6	\$20.49	\$23.42	\$26.35	N
Pers Asst Case Mngr/Fam Coord	Human Services	\$20.64	\$23.04	\$25.45	Pers Asst Case Mngr/Fam Coord	6	\$20.49	\$23.42	\$26.35	N
Welder Fabricator	Highway	\$21.31	\$22.15	\$22.15	Welder Fabricator	6	\$20.49	\$23.42	\$26.35	N
Account Clerk	Human Services	\$16.25	\$18.57	\$20.89	Accounting Specialist II	5	\$18.75	\$21.43	\$24.11	N
Administrative Assistant-Conf. (1)	Administration	\$19.31	\$22.06	\$24.81	Administrative Specialist II	5	\$18.75	\$21.43	\$24.11	N
Clinic LPN (1)	Health	\$17.94	\$20.04	\$22.14	Clinic LPN	5	\$18.75	\$21.43	\$24.11	N
Community Rsrc Coord-Wraparound	Human Services	\$17.79	\$20.32	\$22.86	Community Rsrc Coord-Wraparound	5	\$18.75	\$21.43	\$24.11	N
Confidential Secretary	Sheriff	\$16.25	\$18.57	\$20.89	Administrative Specialist II	5	\$18.75	\$21.43	\$24.11	N
Economic Specialist	Human Services	\$16.25	\$18.57	\$20.89	Economic Support Specialist II	5	\$18.75	\$21.43	\$24.11	N
Economic Support Specialist-MC	Human Services	\$16.25	\$18.57	\$20.89	Economic Support Specialist II	5	\$18.75	\$21.43	\$24.11	N
Enforcement Spec - Paternity	Child Support	\$16.86	\$18.83	\$20.79	Enforcement Spec - Paternity	5	\$18.75	\$21.43	\$24.11	N
Enforcement Specialist (1)	Child Support	\$16.86	\$18.83	\$20.79	Enforcement Specialist	5	\$18.75	\$21.43	\$24.11	N
Family Development Worker (1)	Human Services	\$16.25	\$18.57	\$20.89	Family Development Worker	5	\$18.75	\$21.43	\$24.11	N
Financial Assistance Worker	Human Services	\$16.25	\$18.57	\$20.89	Financial Assistance Worker-CSP	5	\$18.75	\$21.43	\$24.11	N
Financial Intake Worker	Human Services	\$17.79	\$20.32	\$22.86	Financial Intake Worker	5	\$18.75	\$21.43	\$24.11	N
Financial Planner	Human Services	\$17.79	\$20.32	\$22.86	Financial Planner	5	\$18.75	\$21.43	\$24.11	N
Financial Planner Rsrc Spec (1)	Human Services	\$17.79	\$20.32	\$22.86	Financial Planner	5	\$18.75	\$21.43	\$24.11	N
Financial Support Specialist (1)	Child Support	\$16.86	\$18.83	\$20.79	Financial Support Specialist	5	\$18.75	\$21.43	\$24.11	N
First Offender Program Dir	DA Office	\$16.86	\$18.83	\$20.79	First Offender Program Dir	5	\$18.75	\$21.43	\$24.11	N
Fiscal Specialist	Health	\$15.79	\$17.63	\$19.47	Accounting Specialist II	5	\$18.75	\$21.43	\$24.11	N
Highway Lead Worker	Highway	\$21.67	\$22.62	\$22.62	Highway Lead Worker	5	\$18.75	\$21.43	\$24.11	N
Highway Lead Worker	Highway	\$21.67	\$22.62	\$22.62	Bridge Crew Lead	5	\$18.75	\$21.43	\$24.11	N
Highway Lead Worker	Highway	\$21.67	\$22.62	\$22.62	Grade Crew Foreman	5	\$18.75	\$21.43	\$24.11	N
Justice Info Sharing Coord	DA Office	\$17.41	\$19.44	\$21.48	Justice Computer Specialist	5	\$18.75	\$21.43	\$24.11	N
Maintenance Worker II	Central Services	\$16.86	\$18.83	\$20.79	Building Maintenance Worker II	5	\$18.75	\$21.43	\$24.11	N

Mechanic	Sheriff	\$16.33	\$18.24	\$20.15	Mechanic	5	\$18.75	\$21.43	\$24.11	N
Microcomputer Technician (1)	MIS	\$19.31	\$22.06	\$24.81	Microcomputer Technician	5	\$18.75	\$21.43	\$24.11	N
Parks Construction/Maint Lead	Parks Department	\$16.86	\$18.83	\$20.79	Parks Construction/Maint Lead	5	\$18.75	\$21.43	\$24.11	N
Payroll Tech/Accounting Ass't	Finance	\$16.86	\$18.83	\$20.79	Accounting Specialist II	5	\$18.75	\$21.43	\$24.11	N
Public Health Tech (clinic)	Health	\$17.94	\$20.04	\$22.14	Public Health Tech (clinic)	5	\$18.75	\$21.43	\$24.11	N
Public Health Tech (jail) (1)	Health	\$17.94	\$20.04	\$22.14	Public Health Tech (jail)	5	\$18.75	\$21.43	\$24.11	N
Sign Worker (Lead)	Highway	\$21.31	\$22.15	\$22.15	Lead Sign Worker	5	\$18.75	\$21.43	\$24.11	N
Victim Witness Coordinator	DA Office	\$16.86	\$18.83	\$20.79	Victim Witness Coordinator	5	\$18.75	\$21.43	\$24.11	N
Zoning Program Assistant	Zoning & Planning	\$16.33	\$18.24	\$20.15	Solid Waste/Clean Sweep Specialist	5	\$18.75	\$21.43	\$24.11	N
Account Clerk	Sheriff	\$15.25	\$17.03	\$18.80	Accounting Specialist I	4	\$17.02	\$19.45	\$21.88	N
Account Clerk/System Support (1)	Finance	\$15.25	\$17.03	\$18.80	Accounting Specialist I	4	\$17.02	\$19.45	\$21.88	N
Administrative Clerk	LWCD	\$15.25	\$17.03	\$18.80	Administrative Specialist I	4	\$17.02	\$19.45	\$21.88	N
Administrative Clerk	Zoning & Planning	\$15.25	\$17.03	\$18.80	Administrative Specialist I	4	\$17.02	\$19.45	\$21.88	N
Administrative Secretary	UW Extension	\$15.79	\$17.63	\$19.47	Administrative Specialist I	4	\$17.02	\$19.45	\$21.88	N
Administrative Secretary	UW Extension	\$15.79	\$17.63	\$19.47	Administrative Specialist I	4	\$17.02	\$19.45	\$21.88	N
Administrative/Elections Clerk	County Clerk	\$15.79	\$17.63	\$19.47	Chief Deputy County Clerk	4	\$17.02	\$19.45	\$21.88	N
Administrative Clerk	Land Information	\$15.25	\$17.03	\$18.80	Real Property Lister	4	\$17.02	\$19.45	\$21.88	N
Administrative Secretary	County Fair	\$15.79	\$17.63	\$19.47	Administrative Specialist I	4	\$17.02	\$19.45	\$21.88	N
Building Maintenance Worker	Human Services	\$17.79	\$20.32	\$22.86	Building Maintenance Worker I	4	\$17.02	\$19.45	\$21.88	N
Chief Deputy Register of Deeds	Register of Deeds	\$16.33	\$18.24	\$20.15	Chief Deputy Register of Deeds	4	\$17.02	\$19.45	\$21.88	N
Child Care Coordinator	Human Services	\$16.25	\$18.57	\$20.89	Economic Support Specialist I	4	\$17.02	\$19.45	\$21.88	N
Communications Operator (1)	Sheriff	\$16.86	\$18.83	\$20.79	Communications Operator	4	\$17.02	\$19.45	\$21.88	N
Community Outreach Worker (2)	Human Services	\$16.25	\$18.57	\$20.89	Community Outreach Worker	4	\$17.02	\$19.45	\$21.88	N
Court Clerk II - General	Clerk of Courts	\$15.25	\$17.03	\$18.80	Deputy Court Clerk III	4	\$17.02	\$19.45	\$21.88	N
Deputy Veteran Service Officer	VSO	\$16.33	\$18.24	\$20.15	Deputy Veteran Service Officer	4	\$17.02	\$19.45	\$21.88	N
Early Intervention Serv Coord	Human Services	\$16.86	\$18.83	\$20.79	Early Intervention Serv Coord	4	\$17.02	\$19.45	\$21.88	N
Equipment Operator II	Highway	\$20.53	\$21.31	\$21.31	Equipment Operator	4	\$17.02	\$19.45	\$21.88	N
Equipment Parts Person	Highway	\$21.31	\$22.15	\$22.15	Equipment Parts Person	4	\$17.02	\$19.45	\$21.88	N
Group Home Worker (3)	Human Services	\$16.25	\$18.57	\$20.89	Group Home Worker	4	\$17.02	\$19.45	\$21.88	N
Land Information Asst./Deputy Treasurer	Land Information	\$14.72	\$16.43	\$18.14	Administrative Specialist I/Dep Treasurer	4	\$17.02	\$19.45	\$21.88	N
Legal Assistant II (1)	Child Support	\$15.79	\$17.63	\$19.47	Legal Assistant	4	\$17.02	\$19.45	\$21.88	N
Legal Secretary	DA Office	\$15.25	\$17.03	\$18.80	Legal Secretary	4	\$17.02	\$19.45	\$21.88	N
Legal Secretary/Receptionist	DA Office	\$14.72	\$16.43	\$18.14	Legal Secretary	4	\$17.02	\$19.45	\$21.88	N
Maintenance Worker I	Central Services	\$15.79	\$17.63	\$19.47	Building Maintenance Worker I	4	\$17.02	\$19.45	\$21.88	N
Medical Office Ass't	Human Services	\$16.25	\$18.57	\$20.89	Medical Office Ass't	4	\$17.02	\$19.45	\$21.88	N
Mental Health Technician (1)	Human Services	\$16.25	\$18.57	\$20.89	Mental Health Technician	4	\$17.02	\$19.45	\$21.88	N

Payroll Account Clerk	Finance	\$15.25	\$17.03	\$18.80	Accounting Specialist I	4	\$17.02	\$19.45	\$21.88	N
Program Assistant	Parks/EM Dept	\$16.33	\$18.24	\$20.15	Program Assistant	4	\$17.02	\$19.45	\$21.88	N
Protective/Representative	Human Services	\$16.25	\$18.57	\$20.89	Protective Payee	4	\$17.02	\$19.45	\$21.88	N
Secretary-Ntr Prg Crd/LTS	Human Services	\$16.25	\$18.57	\$20.89	Nutrition Program Coordinator	4	\$17.02	\$19.45	\$21.88	N
Support Services Planner (3)	Human Services	\$16.25	\$18.57	\$20.89	Economic Support Specialist I	4	\$17.02	\$19.45	\$21.88	N
WIC Registered Dietetic Tech	Health	\$15.25	\$17.03	\$18.80	WIC Registered Dietetic Tech	4	\$17.02	\$19.45	\$21.88	N
Zoning Assistant	Zoning & Planning	\$15.25	\$17.03	\$18.80	Program Assistant	4	\$17.02	\$19.45	\$21.88	N
Account Clerk	Highway	\$17.80	\$19.26	\$19.26	Accounting Assistant II	3	\$15.06	\$17.21	\$19.36	N
Account Clerk	Highway	\$17.80	\$19.26	\$19.26	Accounting Assistant II	3	\$15.06	\$17.21	\$19.36	N
Admin Cl/Customer Service Spec	Child Support	\$15.25	\$17.03	\$18.80	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Administrative Secretary	Parks Department	\$13.63	\$15.21	\$16.80	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Billing Clerk/WIC Clerk	Health	\$13.63	\$15.21	\$16.80	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Buildings/Grounds Maint Wrkr (2)	Parks Department	\$14.72	\$16.43	\$18.14	Buildings/Grounds Maint Wrkr	3	\$15.06	\$17.21	\$19.36	N
Central Duplicating Clerk (1)	MIS	\$13.63	\$15.21	\$16.80	Central Duplicating Clerk	3	\$15.06	\$17.21	\$19.36	N
Community Support Assistant	Human Services	\$14.72	\$16.82	\$18.92	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Court Clerk II - General	Clerk of Courts	\$15.25	\$17.03	\$18.80	Deputy Court Clerk II	3	\$15.06	\$17.21	\$19.36	N
Deputy Reg Prog/Court Clerk Cr	Clerk of Courts	\$15.25	\$17.03	\$18.80	Deputy Reg Prog/Court Clerk Cr	3	\$15.06	\$17.21	\$19.36	N
Deputy Register of Deeds I	Register of Deeds	\$15.25	\$17.03	\$18.80	Deputy Register of Deeds I	3	\$15.06	\$17.21	\$19.36	N
Deputy Treasurer	County Treasury	\$15.25	\$17.03	\$18.80	Deputy Treasurer	3	\$15.06	\$17.21	\$19.36	N
Drug Task Force Program Asst	Sheriff	\$14.20	\$15.81	\$17.47	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Highway Worker (29)	Highway	\$20.17	\$20.92	\$20.92	Highway Worker	3	\$15.06	\$17.21	\$19.36	N
Judicial Assistant (1)	Clerk of Courts	\$15.79	\$17.63	\$19.47	Judicial Assistant	3	\$15.06	\$17.21	\$19.36	N
Legal Secretary	Clerk of Courts	\$15.25	\$17.03	\$18.80	Legal Secretary	3	\$15.06	\$17.21	\$19.36	N
Marketing Assistant (1)	County Fair	\$14.20	\$15.81	\$17.47	Marketing Assistant	3	\$15.06	\$17.21	\$19.36	N
Medical Records/File Clerk	Human Services	\$16.25	\$18.57	\$20.89	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Nutrition Outreach Worker	Human Services	\$16.25	\$18.57	\$20.89	Home Delivered Meal Assessor	3	\$15.06	\$17.21	\$19.36	N
Personal Care Program Asst	Health	\$14.20	\$15.84	\$17.47	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Public Health Program Assist	Health	\$14.20	\$15.84	\$17.47	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Receptionist/Secretary (1)	Sheriff	\$13.63	\$15.21	\$16.80	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Secretary	Sheriff	\$13.63	\$15.21	\$16.80	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Secretary-Drug Task Force	Sheriff	\$13.63	\$15.21	\$16.80	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Secretary-Economic Development	EDC	\$14.72	\$16.82	\$18.92	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Secretary/Staff Support	Human Services	\$14.72	\$16.82	\$18.92	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Support Services Clerical Ass't	Sheriff	\$15.25	\$17.03	\$18.80	Administrative Assistant II	3	\$15.06	\$17.21	\$19.36	N
Transportation Coord/Van Drvr (1)	Human Services	\$16.25	\$18.57	\$20.89	Transportation Coord/Van Drvr	3	\$15.06	\$17.21	\$19.36	N
ADRC Paraprofessional	Human Services	\$14.72	\$16.43	\$18.14	ADRC Paraprofessional	2	\$13.33	\$15.23	\$17.13	N

Appointment Secretary	Human Services	\$14.72	\$16.43	\$18.14	Administrative Assistant I	2	\$13.33	\$15.23	\$17.13	N
Appointment Secretary/Receipt (1)	Human Services	\$14.72	\$16.43	\$18.14	Administrative Assistant I	2	\$13.33	\$15.23	\$17.13	N
Clerk Typist	Sheriff	\$13.10	\$14.63	\$16.17	Accounting Assistant I	2	\$13.33	\$15.23	\$17.13	N
Cook (4)	Sheriff	\$14.72	\$16.43	\$18.14	Cook	2	\$13.33	\$15.23	\$17.13	N
Data Entry Clerk (1)	Register of Deeds	\$13.10	\$14.63	\$16.17	Administrative Assistant I	2	\$13.33	\$15.23	\$17.13	N
Lead Custodian	Human Services	\$14.72	\$16.43	\$18.14	Lead Custodian	2	\$13.33	\$15.23	\$17.13	N
Parks Maintenance Worker (2)	Parks Department	\$14.72	\$16.82	\$18.92	Parks Maintenance Worker	2	\$13.33	\$15.23	\$17.13	N
Secretary - Economic Support (1)	Human Services	\$14.72	\$16.82	\$18.92	Administrative Assistant I	2	\$13.33	\$15.23	\$17.13	N
Secretary HS (1)	Human Services	\$14.72	\$16.82	\$18.92	Administrative Assistant I	2	\$13.33	\$15.23	\$17.13	N
Secretary/Alternate Care Coord (1)	Human Services	\$14.72	\$16.82	\$18.92	Administrative Assistant I	2	\$13.33	\$15.23	\$17.13	N
Central Service Worker	Central Services	\$12.02	\$13.41	\$14.81	Central Service Worker	1	\$11.80	\$13.48	\$15.17	N
Custodian II (1)	Central Services	\$12.58	\$14.04	\$15.49	Custodian	1	\$11.80	\$13.48	\$15.17	N
Custodian II	Sheriff	\$12.58	\$14.04	\$15.49	Custodian	1	\$11.80	\$13.48	\$15.17	N
Custodian I	Central Services	\$12.02	\$13.41	\$14.81	Custodian	1	\$11.80	\$13.48	\$15.17	N
Janitor	Human Services	\$13.19	\$15.07	\$16.95	Custodian	1	\$11.80	\$13.48	\$15.17	N
Nutrition Site Manager (2)	Human Services	\$14.72	\$16.82	\$18.92	Nutrition Site Manager	1	\$11.80	\$13.48	\$15.17	N
Van Driver	Human Services	\$14.72	\$16.82	\$18.92	Van Driver	1	\$11.80	\$13.48	\$15.17	N

**JEFFERSON COUNTY**

**RECOMMENDED 2013 STRUCTURE - HOURLY FORMAT**

Grade	Minimum					Control Point	Maximum				
	87.5% Step 1	90.0% Step 2	92.5% Step 3	95.0% Step 4	97.5% Step 5	100.0% Step 6	102.5% Step 7	105.0% Step 8	107.5% Step 9	110.0% Step 10	112.5% Step 11
22	\$48.25	\$49.63	\$51.00	\$52.38	\$53.76	\$55.14	\$56.52	\$57.90	\$59.28	\$60.65	\$62.03
21	\$46.52	\$47.84	\$49.17	\$50.50	\$51.83	\$53.16	\$54.49	\$55.82	\$57.15	\$58.48	\$59.81
20	\$44.77	\$46.05	\$47.33	\$48.61	\$49.89	\$51.17	\$52.45	\$53.73	\$55.01	\$56.29	\$57.57
19	\$43.04	\$44.27	\$45.50	\$46.73	\$47.96	\$49.19	\$50.42	\$51.65	\$52.88	\$54.11	\$55.34
18	\$41.31	\$42.49	\$43.67	\$44.85	\$46.03	\$47.21	\$48.39	\$49.57	\$50.75	\$51.93	\$53.11
17	\$39.57	\$40.70	\$41.83	\$42.96	\$44.09	\$45.22	\$46.35	\$47.48	\$48.61	\$49.74	\$50.87
16	\$37.84	\$38.92	\$40.00	\$41.08	\$42.16	\$43.24	\$44.32	\$45.40	\$46.48	\$47.56	\$48.65
15	\$36.10	\$37.13	\$38.17	\$39.20	\$40.23	\$41.26	\$42.29	\$43.32	\$44.35	\$45.39	\$46.42
14	\$34.37	\$35.35	\$36.33	\$37.32	\$38.30	\$39.28	\$40.26	\$41.24	\$42.23	\$43.21	\$44.19
13	\$32.63	\$33.56	\$34.49	\$35.43	\$36.36	\$37.29	\$38.22	\$39.15	\$40.09	\$41.02	\$41.95
12	\$30.90	\$31.78	\$32.66	\$33.54	\$34.43	\$35.31	\$36.19	\$37.08	\$37.96	\$38.84	\$39.72
11	\$29.16	\$30.00	\$30.83	\$31.66	\$32.50	\$33.33	\$34.16	\$35.00	\$35.83	\$36.66	\$37.50
10	\$27.43	\$28.22	\$29.00	\$29.78	\$30.57	\$31.35	\$32.13	\$32.92	\$33.70	\$34.49	\$35.27
9	\$25.69	\$26.42	\$27.16	\$27.89	\$28.63	\$29.36	\$30.09	\$30.83	\$31.56	\$32.30	\$33.03
8	\$23.96	\$24.64	\$25.33	\$26.01	\$26.70	\$27.38	\$28.06	\$28.75	\$29.43	\$30.12	\$30.80
7	\$22.23	\$22.86	\$23.50	\$24.13	\$24.77	\$25.40	\$26.04	\$26.67	\$27.31	\$27.94	\$28.58
6	\$20.49	\$21.08	\$21.66	\$22.25	\$22.83	\$23.42	\$24.01	\$24.59	\$25.18	\$25.76	\$26.35
5	\$18.75	\$19.29	\$19.82	\$20.36	\$20.89	\$21.43	\$21.97	\$22.50	\$23.04	\$23.57	\$24.11
4	\$17.02	\$17.51	\$17.99	\$18.48	\$18.96	\$19.45	\$19.94	\$20.42	\$20.91	\$21.40	\$21.88
3	\$15.06	\$15.49	\$15.92	\$16.35	\$16.78	\$17.21	\$17.64	\$18.07	\$18.50	\$18.93	\$19.36
2	\$13.33	\$13.71	\$14.09	\$14.47	\$14.85	\$15.23	\$15.61	\$15.99	\$16.37	\$16.75	\$17.13
1	\$11.80	\$12.13	\$12.47	\$12.81	\$13.14	\$13.48	\$13.82	\$14.15	\$14.49	\$14.83	\$15.17

## ORDINANCE NO. 2012-\_\_\_\_\_

**Amend Personnel Ordinance to address conflicts with the implementation of the  
Classification and Compensation Study, effective December 30, 2012**

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY  
ORDAIN AS FOLLOWS:

Section 1. Section HR0250, Exempt Service, of the Personnel Ordinance shall be amended as follows:

- HR0250**      **EXEMPT SERVICE.** The following positions shall be in the exempt service: [am & renumbered 02/08/11, ord. 2010-25]
- A.      All elected officers and department heads.
- B.      In addition to elected officers and department heads:
1.      Courthouse: Assistant Corporation Counsel, District Attorney Office Manager, Fair Park Supervisor, Information Technology Manager, Systems and Applications Manager, ~~Advanced Fund Accountant~~ Assistant Finance Director, Park Operations Supervisor, Family Court Commissioner, ~~Family Court Commissioner/Guardian Ad Litem, Circuit Court Commissioner.~~ Benefits Administrator, Human Resources Specialist, Senior Systems Analyst, Management Analyst, Surveyor. [am. 10/10/06, ord. 2006-17; am. 09-11-07, ord. 2007-19; am. 04/15/08, ord. 2008-07; am. 02/10/09, ord. 2008-35; am. 08/11/09, ord. 2009-12; am. 3/13/12, ord. 2011-31]
  2.      Highway Department: Superintendents, ~~Assistant Superintendent, Accounting Manager,~~ Senior Accountant, Highway Operations Manager, Highway Fleet Manager [am. ord. 85-10, 7-9-85; am. ord. 2008-24, 11-10-08; am. 3/13/12, ord. 2011-31]
  3.      Human Services: ADRC Coordinator, Advanced Fund Account, Aging and Disability Resources Division Manager, Administrative Services Manager, Behavioral Health ~~Division~~ Manager, Child and Family Division Manager, Child Protective Services Supervisor, Community Support Program Supervisor, Comprehensive Community Services Supervisor, Intake and Juvenile Delinquency Supervisor, ~~Early Intervention Program—Birth to Three/Preschool~~ Supervisor, IT Specialist/Compliance Officer, Juvenile Justice Supervisor, Lueder Haus Manager, Mental Health/AODA Supervisor, Nurse Case Manager, W-2 Economic Support Division Manager Supervisor, Economic Support ~~Specialist~~ Supervisor, Office Manager, Maintenance Supervisor, Wraparound and Youth Services Supervisor. [am. ord. 2007-19, 09/1/07; am ord. 2008-07, 04/15/08; am. ord. 2008-24, 11-10-08; am. 02/10/09, ord. 2008-35; am. 3/13/12, ord. 2011-31]
  4.      Sheriff Department: Chief Deputy, Captains, Jail Food Service Supervisor, Emergency Management Director. [am. 10/10/06, ord. No. 2006-17; am. 02/10/09, ord. 2008-35]
  5.      Health Department: Public Health Program Manager, Public Health Nurse, WIC Project Director Supervisor. [am. 10/10/06, ord. 2006-17; am. 02/10/09, ord. 2008-35; am. 08/11/09, ord. 2009-12; am. 02/08/11, ord. 2010-25]



Section 2. Section HR0320(B) and (C), Applicable Pay Rates Following Demotion or Transfer, of the Personnel Ordinance shall be amended as follows to address a conflict with implementation of the pay plan effective December 30, 2012:

**HR0320            APPLICABLE PAY RATES FOLLOWING DEMOTION OR TRANSFER.**

- B. An employee who is demoted or transferred for involuntary reasons not related to performance will retain the present salary if the salary exceeds the new range maximum for 90 days. Thereafter, the employee will be placed in the step in the new grade that provides the least amount of decrease, which includes a step that may be equal to the current rate of pay. If the present salary is below the new range maximum, the employee will be placed in the new range at the step that provides the least amount of decrease. As long as an employee's salary exceeds the new range maximum, the employee will not be eligible for further base-accumulating pay increases until the employee's salary is again within the salary range for the new position. The 90-day grace period does not apply to red-circled employees as the result of the pay plan adopted effective December 30, 2012. These employees shall maintain the present salary until such a time that the new range meets or exceeds the present rate of pay or as otherwise approved by County Board. [am. 3/13/12, ord. 2011-31]
- C. An employee who takes a voluntary demotion will be placed in the step in the new range that provides the least amount of decrease, which includes a step that may be equal to the current rate of pay, if the present salary is above the new range maximum. ~~If the present salary is below the new range maximum, the employee will be placed in the new range at the step that provides the least amount of decrease.~~ [am. 3/13/12, ord. 2011-31]

Section 3. Section HR0330(C), Applicable Pay Rates Upon Reclassification of Position, of the Personnel Ordinance shall be amended as follows to address a conflict with implementation of the pay plan effective December 30, 2012:

**HR0330            APPLICABLE PAY RATES UPON RECLASSIFICATION OF POSITION**

- C. If a position is reclassified to a class in a lower salary range, and the salary of the employee exceeds the maximum of the new range, the employee will retain the employee's present salary if the salary exceeds the new range maximum for 90 days. Thereafter, the employee will be placed in the step in the new grade that provides the least amount of decrease. As long as an employee's salary exceeds the new range maximum, the employee will not be eligible for further base-accumulating pay increases until the employee's salary is again within the salary range for the new position. If the present salary is below the new range maximum, the employee will be placed in the new range at the step that provides the least amount of decrease, which includes a step that may be equal to the current rate of pay. The 90-day grace period does not apply to red-circled employees as the result of the pay plan adopted effective December 30, 2012. These employees shall maintain the present salary until such a time that the new range meets or exceeds the present rate of pay or as otherwise approved by County Board. [renumbered & am. 3/13/12, ord. 2011-31]

Section 4. Section HR0340(E), Application of Pay Plan to Positions Position, of the Personnel Ordinance shall be amended as follows to address a conflict with implementation of the pay plan effective December 30, 2012:

**HR0340            APPLICATION OF PAY PLAN TO POSITIONS**

- E. No advance in the step system and corresponding pay increases shall be automatic upon completion of the periods of service and all step increases shall be made on the basis of merit as established by the employee's work performance and after written recommendation of the department head and approval by the Human Resources Director.

Employees shall be evaluated at least annually. Employees shall sign a copy of the evaluation form. A copy of said evaluation form shall be provided to the employee. Approximately 30 days before an employee becomes eligible for a step increase, the Human Resources Department shall notify the department head. The department head shall submit an evaluation form to the Human Resources Department no later than the employee's anniversary date. Such evaluation form shall be signed by the employee, with a copy given to the employee. Step pay increases shall be earned. No pay increase shall be granted until the department head notifies the Human Resources Department that the employee has satisfactorily completed service by indicating such on the performance evaluation. Whenever an employee requests in writing the reasons for not receiving a pay increase or contingency rate for which the employee is eligible, the Human Resources Director shall advise the employee of the reasons. Due to the implementation of a new Classification and Compensation plan on December 30, 2012, a performance evaluation will not be required prior to implementation of the plan; however, department heads shall be held accountable to ensure each employee receives an evaluation annually. [am. 3/13/12, ord. 2011-31]

Section 5. Section HR0350, Employee Compensation Plan, of the Personnel Ordinance shall be amended as follows:

**HR0350 EMPLOYEE COMPENSATION PLAN.** Each employee shall be paid in accordance with the compensation plan set forth in Resolution No. ~~1995-24, July 11, 1995~~ 2012-\_\_\_\_\_, December 11, 2012, as heretofore amended and as said compensation plan shall be from time to time hereafter amended by resolution of the Board of Supervisors. [res. 2001-117, 3/12/2002]

Section 6. Section HR0360 (A.2) and (B.8.c), Hours of Work, Overtime, and Compensatory Time, of the Personnel Ordinance shall be amended as follows to address a conflict with implementation of the pay plan effective December 30, 2012 and HR0360 (B.8.e) shall be created as follows to address a conflict with implementation of the pay plan effective December 30, 2012:

**HR0360 HOURS OF WORK, OVERTIME, AND COMPENSATORY TIME.**

A. **Exempt Employees**

2. In lieu of other compensation for work in excess of 40 hours per week, Emergency Management Director, Family Court Commissioners, Assistant Corporation Counsels, Chief Deputy, Systems and Applications Manager, Information Technology Manager and department heads shall be entitled to 40 random hours off per year. Random hours not used by the end of a calendar year shall be forfeited. Random hours shall be prorated in the first and last year of employment based on actual time worked. Random hours for part time employees for a full year shall also be prorated based on the budgeted annual salary for the full year, converted to an equivalent number of hours. [am. ord. 2008-24, 11/10/2008; am. ord 2008-35, 02/10/09; am. ord 2009-17, 10/27/2009; am. ord. 2011-21, 01/13/2011]

B. **Non-exempt Employees**

8. Shift Differentials and Premium Pay:

c. Highway Workers working in any one shift in a higher paid position for four hours or more shall receive ~~the higher rate~~ five percent (5%) of the employee's regular rate of pay while working in such position. Whenever non-supervisory Highway employees are assigned to work as 'temporary lead or foreman', such employees shall, for the duration of the assignment, receive an additional five percent (5%) of the employee's regular rate, paid non-cumulative if already receiving the five percent

(5%) for working in a higher paid position, with the final rate not to exceed the maximum rate of the corresponding Lead position in step H24D. All work assignments will be approved by a department supervisor prior to receiving the additional compensation. [cr. 12/13/11, ord. 2011-21]

- d. Highway workers assigned to work on roads where the speed limit is 65MPH shall receive hazardous duty pay equal to five percent (5%) of their regular rate of pay for actual hours worked. [cr. 12/13/11, ord. 2011-21]
- e. Employees designated in the Highway Worker classification shall receive an additional five percent (5%) of the employee's regular rate when performing winter maintenance duties.

Section 7. Section HR0375(A), Pay Plan, Pay Dates, and Pay Records, of the Personnel Ordinance shall be amended as follows:

**HR0375 PAY PLAN, PAY DATES, AND PAY RECORDS. [am. ord. 2006-30, 03-13-07]**

- A. Job titles and job descriptions adopted by Resolution 1995-24, July 11, 1995, and modified by Resolution 2001-117, 3/12/02, and Resolution 2012- , 12/11/12, and subsequently amended, are hereby made a part of this ordinance.

Section 8. This ordinance shall be effective after December 30, 2012.

*Fiscal Note: It is anticipated that the increased cost to pay 5% in a higher grade as indicated in section HR0360(B)(8)(c) is \$2116.63 annually. The anticipated annual cost to pay a Highway worker 5% for winter maintenance as indicated in section HR0360(B)(8)(e) is \$8223.75. For the \$8223.75 cost from B(8)(e), it is anticipated that \$4992.79 will be funded by State and Municipalities, with \$3230.96 funded by tax levy. Sufficient funds are available in Highway Winter Maintenance accounts to cover any additional cost.*

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSTAIN \_\_\_\_\_

ABSENT \_\_\_\_\_

Requested by  
Human Resources Committee

12-11-12

Terri Palm-Kostroski: 11-29-12; 12-3-12; 12-6-12

ORDINANCE NO. 2012-\_\_\_\_

**Amend Personnel Ordinance to establish work hours for Patrol Sergeants and clarify eligibility for longevity pay**

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Section HR0120(B), Differences for Sworn, Non-represented Law Enforcement Employees, of the Personnel Ordinance is amended as follows:

**HR0120 DIFFERENCES FOR SWORN, NON-REPRESENTED LAW ENFORCEMENT EMPLOYEES.**

B. Notwithstanding any other provision of this ordinance, effective January 2, 2011, patrol sergeants shall be scheduled for 10.5 hour shifts in a 7 days on, 7 days off pattern. 6.5 hours of accrued vacation and holiday time will be used to supplement hours worked in a 14-day work cycle. ~~Unless extended, this provision expires December 31, 2012.~~

SECTION 2. Section HR0655(F), Longevity, is created to clarify treatment of employees hired between January 1, 2005, and December 31, 2011, and were covered under an AFSCME contract as follows:

**HR0655 LONGEVITY PAY.**

F. Employees who were hired into a position covered by an AFSCME union contract between January 1, 2005, and December 31, 2011, shall remain eligible for longevity pay providing they maintain a position that would have been covered under an AFSCME contract that was in effect as of December 31, 2011.

SECTION 3. This ordinance shall be effective after passage and publication as provided by law.

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSTAIN \_\_\_\_\_

ABSENT \_\_\_\_\_

Requested by  
Human Resources Committee

12-11-12

Terri Palm-Kostroski: 11-29-12

**Item 13d**

**ORDINANCE NO. 2012-\_\_\_\_\_**

**Establishing residency as a qualification for position of County Administrator**

WHEREAS, Jefferson County Administrator Gary Petre has announced his retirement,  
and

WHEREAS, the Jefferson County Board will be engaged in a search for a replacement,  
and

WHEREAS, the County Administrator is the chief administrative position in the county government, and

WHEREAS, it is desirable for the County Administrator to reside in the County,

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES  
HEREBY ORDAIN AS FOLLOWS:

Section 1. Section HR0270(D) of the Personnel Ordinance shall be created to read:

- (D) Within an amount of time negotiated as part of the Administrator’s contract of employment, the County Administrator shall establish and maintain residency within the County.

Section 2. This ordinance shall be effective after passage and publication as provided by law.

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSTAIN \_\_\_\_\_

ABSENT \_\_\_\_\_

Requested by  
Human Resources Committee

12-11-12

Supervisor Dick Schultz: 11-28-12; Philip C. Ristow: 11-29-12; 12-05-12

**Authorizing execution of state human services contracts, consortium agreements and professional/care provider contracts**

WHEREAS, the Jefferson County Human Services Department contracts with several different state agencies, consortiums and in excess of 100 professionals and care providers in fulfillment of its statutory duties, and

WHEREAS, the Social Services & Community Programs contracts with the Department of Health Services and the Department of Children and Families, and the Youth Aids Program contract with the Department of Corrections must be authorized by law by the County Board, and

WHEREAS, the Human Services Board recommends approval of the Social Services & Community Programs contracts with the Department of Health Services in the anticipated amount of \$3,021,785, the Department of Children and Families in the anticipated amount of \$1,152,248, the AAA Older American Programs in the anticipated amount of \$371,231, the Department of Transportation in the anticipated amount of \$181,046, the Department of Health Services Division of Long Term Care in the anticipated amount of \$499,756 with anticipated federal funds of \$194,349 for the Aging and Disability Resource Center Grant, Wisconsin Home Energy Assistance Program in the anticipated amount \$170,644, and the Youth Aids contract with the Department of Corrections in the anticipated amount of \$683,096, and

WHEREAS, the consortium agreement requires Board approval for the State/Federal Income Maintenance program through the Southern Consortium in the anticipated amount of \$1,038,267, and

WHEREAS, the Department contracts with numerous professional service providers and care providers, usually on an annual basis, as approved by the Human Services Board,

NOW, THEREFORE, BE IT RESOLVED that the Human Services Director or the Administrative Services Division Manager is authorized to execute the state contracts and consortium contract set forth above.

BE IT FURTHER RESOLVED that the Human Services Director or the Administrative Services Manager is authorized to sign addendums or revisions to said contracts during the course of the year as necessary.

BE IT FURTHER RESOLVED that the Director or Administrative Services Manager are authorized to sign all other contracts with state agencies, consortiums and pursuant to s. 46.23(6m)(c)Stats., all professional services/care provider contracts as approved by the Human Services Board.

*Fiscal Note: The various state contracts are in the amounts as set forth in the material provided with the agenda. State law requires County Board approval of the state contracts set forth above. The contracts have not been reproduced because they total in excess of 100 pages. The contracts are standard state forms which are not subject to negotiation by individual counties. The state Human Services association, WCHSA, does negotiate the basic agreements on behalf of the counties. The professional/care provider contract list for 2013 is attached.*

AYES \_\_\_\_\_  
NOES \_\_\_\_\_  
ABSTAIN \_\_\_\_\_  
ABSENT \_\_\_\_\_

Requested by  
Human Services Board

12-11-12

Philip C. Ristow: 12-06-12

# 2013 Provider Contracts (11/09/2012)

Contract Number	Provider	Service	Target	2012		2013			
13-100	ABA of Wisconsin	Counseling	Child	80.00	per hour	80.00	per hour	0.0%	13,000
13-101	Abilities, Inc. - Apartments	Adult Alt Care	CMI	3,540.00	per month	3,540.00	per month	0.0%	42,480
13-101	Abilities, Inc. - EMH Respite	EMH Respite	MH	various	per day	various	per day	0.0%	25,000
13-101	Abilities, Inc. - Locust Corners AFH	Adult Alt Care	CMI	4,563.00	per month	4,563.00	per month	0.0%	54,756
13-101	Abilities, Inc. - Shady Acres CBRF	Adult Alt Care	CMI	4,500.00	per month	4,500.00	per month	0.0%	54,000
13-101	Abilities, Inc. - SHC	Supportive Home Care	CMI	20.40	per hour	20.40	per hour	0.0%	41,473
13-101	Abilities, Inc. - Willow Way	Adult Alt Care	CMI	3,500-5,000	per month	3,500-5,000	per month	0.0%	42,000
13-102	Alcocare - Primary	Halfway House	AODA	130.00	per day	130.00	per day	0.0%	13,000
13-102	Alcocare - Secondary	Halfway House	AODA	70.00	per day	70.00	per day	0.0%	7,000
13-103	Alere Toxicology	Urine Screens	various	38.50	per day	38.50	per screen	0.0%	11,550
13-104	Allied Counseling Services	Psychological	MH	86.35	per hour	86.35	per hour	0.0%	60,000
13-105	ANU Family Based Services - Respite	Respite	Child	91.15	per day	91.15	per day	0.0%	51,135
13-106	Beau Soleil, MD's	Psychiatric	MH	134.21	per hour	134.21	per hour	0.0%	28,000
13-107	Beginnings Group Home (Respite)	Child Respite	Child	139.00	per day	139.00	per day	0.0%	13,900
13-107	Beginnings Group Home*	Child Alt Care	Child	192.10	per day	194.90	per day	1.5%	60,000
13-108	Bell, Robert M.	Guardianship	Adult	158.00	per month	158.00	per month	0.0%	1,896
13-109	Berney, Kent, PhD	Psychological	MH	100.00	per hour	100.00	per hour	0.0%	24,000
13-110	Bilingual Training Consultants	Interpreter	n/a	25.00	per hour	25.00	per hour	0.0%	1,400
13-111	Bommakanti, Chandralekha, MD	Psychiatric	MH	134.21	per hour	134.21	per hour	0.0%	2,300
13-112	Bourne, Amy, MD	Psychiatric	MH	134.21	per hour	134.21	per hour	0.0%	3,100
13-113	Brown Cab	Nutrition Rides	Eld	0.75	per trip	0.75	per trip	0.0%	250
13-114	C.E.S.A. 2 (RENT)	Space Charges received	n/a	1,613.00	per quarter	1,613.00	per quarter	0.0%	-6,452
13-115	Camacho, Paul	Interpreter	n/a	20.81	per hour	20.81	per hour	0.0%	2,700
13-116	Cambridge Counseling Clinic	Spec Couns	MH	57.22	per hour	57.22	per hour	0.0%	2,900
13-117	Camp Matz - Bethesda	Respite Care	Child	425.00	per session	425.00	per session	0.0%	425
13-118	Carlin, Dan	Respite Care	MH	45.00	per hour	45.00	per day	0.0%	2,970
13-119	Center for Communication, Hearing and Deafness	Services as Specifically Authorized	PD	various	per contract	various	per contract	#DIV/0!	n/a
13-120	Children's Service Society of Wisconsin	Respite Care	Child	n/a	per day	75.00	per day	#DIV/0!	n/a
13-121	City of Waterloo	Home Delivered Meals	Eld	18.33	per month	18.33	per day	0.0%	4,700
13-122	Clinical Psychology Associates	Psychological	Child	160.00	per hour	160.00	per hour	0.0%	1,500

# 2013 Provider Contracts (11/09/2012)

Contract Number	Provider	Service	Target	2012		2013				
13- 123	Community Care Resources*	Child Alt Care	Child	2500-4100	per month	2500-4100	per month	0.0%	524,208	
13- 123	Community Care Resources	Respite Care	Child	100-128.5	per day	100-128.5	per day	0.0%	4,362	
13- 124	Copper's Care, LLC	Child Alt Care	MI	8,881.00	per month	8,881.00	per month	0.0%	106,572	
13- 125	Cox AFH (Regina)	Respite Care	Child	10.00-12.00	per hour	10.00-12.00	per hour	0.0%	1,850	
13- 126	Creative Community Living Services, Inc.	Daily Living Skills	DD	32.05-37.50	per hour	32.05-37.50	per hour	#DIV/0!	10,508	
13- 127	Crossing Bridges, LLC	Adult Alternate Care	MH	7,000.00	per month	7,000.00	per month	0.0%	76,759	
13- 128	Dane County DHS**	Emerg Detention	MH	135.00	per hour	135.00	per hour	0.0%	n/a	
13- 129	Daniel's Sentry Foods	Medical Supplies	Child	300.00	per month	300.00	per month	0.0%	3,600	
13- 130	Dave, Indu, MD	Psychiatric	MH	134.21	per hour	134.21	per hour	0.0%	1,450	
13- 131	Dodge County HSD**	Non-Secure Det	Child	134.54	per day	134.54	per day	0.0%	n/a	
13- 132.1	Easter Seals (Corp Guardian)	Corp Guardian	various	31.00-270.00	per month	31.00-270.00	per month	0.0%	n/a	
13- 132.2	Easter Seals of Wisconsin, Inc. (Respite)	Respite Care	various	975.00	per year	975.00	per year	0.0%	n/a	
13- 133	Edwards Foster Care (Gloria)	Respite Care	DD	45.00	per day	45.00	per day	n/a	4,950	
13- 134	Energy Services, Inc (Pass-thru)- fiscal yr	LIHEAP program	n/a	actual cost	per n/a	actual cost	per n/a	0.0%	n/a	
13- 135	Family Works*	Child Alt Care	Child	1945-2045	per month	1945-2045	per month	#DIV/0!	62,000	
13- 136	Family Youth Interaction	Daily Living Skills	SED	25.95-29.50	per Hour	25.95-29.50	per Hour	0.0%	n/a	
13- 137	Feil's Catering	Elderly Nutrition Program	Eld	3.62	per day	3.70	per meal	2.2%	123,944	
13- 138	Fond du Lac County Human Services**	Inpatient Services	MH	799.00	per day	799.00	per day	0.0%	85,000	
13- 139	Genesis Behavior Service	AODA Detox Service	Adult	325.00	per day	325.00	per day	0.0%	n/a	
13- 140	Goshen Children Home*	Child Alt Care/Respite	Child	192.10	per day	194.90	per day	1.5%	488,057	
13- 141	Grassroots Empowerment Project	Peer Support	CSS/CSP	15.00	per day	15.00	per hour	0.0%	n/a	
13- 142	Haggert, Mel, MD	Staff Doctor	MH	150.06	per hour	150.06	per hour	0.0%	n/a	
13- 143	Hinrichs, Hannah	Childcare	Child	10.00	per hour	10.00	per hour	0.0%	1,110	
13- 144	Hope Haven CBRF	Halfway House	AODA	2,100.00	per n/a	2,100.00	per n/a	0.0%	n/a	
13- 145	Hopeful Haven, Inc.*	Child Alt Care	Child	2,600-4,550	per month	2,600-4,550	per month	0.0%	310,000	
13- 145	Hopeful Haven, Inc. - Respite	Respite Care	Child	125.00	per day	125.00	per day	0.0%	10,625	
13- 146	Horse Power Healing Center	Daily Living Skills	Child	300.00	per session	300.00	per session	0.0%	670	
13- 147	HUGS (Robin Stearns)	Corp Guardian	various	31.00-270.00	per month	31.00-270.00	per month	0.0%	n/a	
13- 148.1	Jefferson County Health Dept	CSP Nursing	MH	actual cost	per n/a	actual cost	per n/a	0.0%	n/a	
13- 148.2	Jefferson County Health Dept	Space Charges	n/a	85,729.00	per year	85,729.00	per year	0.0%	-85,729	
13- 148.3	Jefferson County Health Dept	Supportive Home Care	n/a	60,000.00	per year	60,000.00	per year	0.0%	60,000	



# 2013 Provider Contracts (11/09/2012)

Contract Number	Provider	Service	Target	2012		2013			
13- 149	Jefferson, City of	Nutrition Rent	Eld	25.00	per month	25.00	per month	0.0%	300
13- 150	Jennifer Stamm OTR, LLC	Daily Living Skills	DD	n/a	per day	70.47	per screen	#DIV/0!	1,198
13- 151	Just Like Home	Adult Alt Care	MH	3,059.00	per month	3,059.00	per month	0.0%	36,708
13- 152	KCC Fiscal Agent Services	Fiscal Agent	DD	n/a	per check	various	per check	0.0%	n/a
13- 153	Lad Lake	Respite Care	Child	37.00	per hour	37.00	per hour	0.0%	35,000
13- 154	Lake Mills Independent Living	Supervised Apt.	CMI	1,350.00	per month	1,350.00	per month	0.0%	16,200
13- 155	Lake Mills, City of	Nutrition Rent	Eld	50.00	per month	50.00	per month	0.0%	600
13- 156	Lakeview Specialty Hospital & Rehab***	Child Alt Care	Child	594.13	per month	594.13	per month	0.0%	216,857
13- 157	Lavigne's Bus Lines	Transportation	various	various	per trip	various	per trip	0.0%	n/a
13- 158.1	Lutheran Social Services	Child Respite	Child	40.00-81.60	per day	77.25-81.60	per day	0.0%	14,800
13- 158.1	Lutheran Social Services*	Child Alt Care	Child	2259.70-3,399	per month	2259.70-3,399	per month	0.0%	120,000
13- 158.2	Lutheran Social Services	Corp Guardian	various	31.00-270.00	per month	31.00-270.00	per month	0.0%	69,350
13- 159	Manitowoc County Human Services	Early Intervetion	Child	20.59	per unit	20.59	per unit	0.0%	-3,295
13- 160	Marsh Country Health Alliance (Clearview	Placement Holding	MH	54,000.00	per year	96,000.00	per year	77.8%	96,000
13- 161	MCFI Fiscal Agent	Fiscal Agent	DD	various	per check	various	per check	0.0%	47,069
13- 162	Meriter Hospital, Inc.	IP Psyc Hosp	MH	U&C	per n/a	U&C	per n/a	0.0%	n/a
13- 163	Norris Adolescent Center*	Child Alt Care	Child	192.10-305.83	per day	194.9-306.80	per day	#DIV/0!	89,500
13- 164	Northwest Counseling & Guidance Clinic	Counseling & Guidance	Child	n/a	per day	175.00	per unit	#DIV/0!	5,000
13- 165	Northwest Passage*	Child Alt Care	MH	362.08	per hour	306.80	per day	-15.3%	20,000
13- 166	Oconomowoc Dev Trng Cnt*	Child Alt Care/Respite	Child	170-340	per day	170-340	per day	#DIV/0!	56,820
13- 167.1	Opportunities, Inc.	Corp Guardian	various	31.00-270.00	per month	31.00-270.00	per month	0.0%	72,850
13- 167.2	Opportunities, Inc.	WDC Space	n/a	1,553.30	per month	1,553.30	per month	0.0%	-18,640
13- 167.3	Opportunities, Inc.	Project JOIN	Child	114,396.00	per year	114,396.00	per year	0.0%	114,396
13- 167.3	Opportunities, Inc.	Respite Care	Child	14.00-30.00	per hour	14.00-30.00	per hour	#DIV/0!	121,584
13- 167.3	Opportunities, Inc.	S.H.C.	Child	14.00-19.00	per hour	14.00-19.00	per hour	#DIV/0!	10,000
13- 167.3	Opportunities, Inc.	Daily Living Skills	SED	50.00	per Hour	50.00	per Hour	0.0%	4,000
13- 168	Oregon Mental Health	Psychological	SED	70.00	per Hour	70.00	per Hour	0.0%	15,200
13- 169	P.A.D.A.	Intervention	Adults	45,000.00	per year	50,000.00	per year	11.1%	50,000
13- 170	Paragon	Respite/SHC	SED/DD	15.00-41.09	per Hour	15.00-41.09	per Hour	#DIV/0!	59,100
13- 170	Paragon	Transportation	SED/DD	13.75-24.00	per trip	13.75-24.00	per trip	#DIV/0!	4,000

# 2013 Provider Contracts (11/09/2012)

Contract Number	Provider	Service	Target	2012		2013			
13-170	Paragon	Daily Living Skills	SED/DD	17.00	per hour	17.00	per hour	0.0%	300
13-171	Pine Valley Residential	Independent Living	MH	5,368.50	per month	5,368.50	per month	0.0%	64,422
13-172	Plum, Henry	Legal Assistance	Child	200.00	per hour	200.00	per hour	0.0%	87,000
13-173	Portage Co. Detention Center**	Juv Detention	Child	150.00	per day	150.00	per day	0.0%	n/a
13-174	Rehab Resources, Inc.-6 month contract	B-3 Other	DD	8.08	per 1/4 hr	8.08	per 1/4 hr	0.0%	n/a
13-174	Rehab Resources, Inc.-6 month contract	B-3 Therapy	DD	U&C	per unit	U&C	per unit	0.0%	n/a
13-175	Relaxation on the Go	Massage Therapy	Child	55.00	per hour	55.00	per Hour	0.0%	2,600
13-176	Rethink Autism	Daily Living Skills	MH	69.00	per month	69.00	per month	0.0%	828
13-177	River City Psychological	Psychological	MH	86.35	per hour	86.35	per hour	0.0%	16,420
13-178	Rock County Human Services**	Secure Juv Det	Child	165.00	per day	165.00	per day	0.0%	34,000
13-179	Rogers Memorial Hospital**	IP Psyc Hosp	MH	1,055.00	per day	1,055.00	per day	0.0%	n/a
13-180	Smiles, Inc.	Daily Living Skills	PD	20.00	per Hour	20.00	per Hour	0.0%	500
13-181	St. Aemilian-Lakeside*	Child Alt Care	CCS	n/a	per day	306.80	per day	#DIV/0!	111,982
13-182	St. Agnes Hospital	Inpatient Services	MH	1,163.00	per day	1,221.00	per day	5.0%	n/a
13-183	St. Luke's Church	Nutrition Rent	Eld	50.00	per month	50.00	per month	0.0%	600
13-184	St. Mary's Hospital	IP Psyc Hosp	MH	U&C	per n/a	U&C	per n/a	0.0%	n/a
13-185	Stoughton Hospital	IP Psyc Hosp	MH	U&C	per n/a	U&C	per n/a	0.0%	n/a
13-186	Taylor Psychiatric Services-Taylor, Leslie F	Psychiatric	MH	134.21	per hour	134.21	per hour	0.0%	n/a
13-187	Tellurian, Inc. - Med Detox - ARP	Detoxification	AODA	231.00	per day	294.00	per day	27.3%	10,000
13-187	Tellurian, Inc. - Med Detox - Dane	Detoxification	AODA	407.00	per day	410.00	per day	0.7%	25,500
13-188	Thakor, Sheila, MD	Psychiatric	MH	134.21	per hour	134.21	per hour	0.0%	22,400
13-189	The Drug Store	Special Medical Supply	Child	52.00	per box	52.00	per box	0.0%	104
13-190	Three Gaits, Inc.	Daily Living Skills	MH	330.00	per session	330.00	per session	0.0%	n/a
13-191	Tollison, Angela	Childcare	Child	10.00	per hour	10.00	per hour	0.0%	1,560
13-192	Trempealeau County Health Care Center	Adult Alternate Care	MH	242.62-280.00	per day	242.62-280.00	per day	#DIV/0!	138,556
13-193	Turner, Liz	Service Facilitator	MH	30.00	per hour	30.00	per hour	0.0%	1,560
13-193	Turner, Liz	Therapeutic Resources	MH	52.02	per hour	52.02	per hour	0.0%	13,500
13-194	University Health Care, Inc.	Inpatient Services	MH	various	per day	various	per day	0.0%	n/a
13-195	Washington Co DSS - Shelter Care**	Non-Secure Det	Child	131.00	per day	131.00	per day	0.0%	n/a
13-196	Washington Co Sheriff - Detention**	Secure Juv Det	Child	115.00	per day	115.00	per day	0.0%	n/a
13-197	Watertown Health Department	In-Home Visits	Child	2,778.00	per year	2,778.00	per year	0.0%	2,778

# 2013 Provider Contracts (11/09/2012)

Contract Number	Provider	Service	Target	2012		2013			
13- 198	Waukesha County Secure Detention**	Secure Juv Det	Child	125.00	per day	125.00	per day	0.0%	n/a
13- 199	Wheaton Fransican Healthcare	Inpatient Services	MH	750.00	per day	750.00	per day	0.0%	49,500
13- 200	Whitney Lodge II	EMH Respite	MH	100.00	per day	100.00	per day	0.0%	10,000
13- 201	WI State AFL-CIO LETC	Space Charges	n/a	300.64	per month	323.50	per month	7.6%	-3,882
13- 202	Willow Winds Living, LLC	Adult Alt Care	Adult	3000-3400	per month	3000-3400	per month	#DIV/0!	72,000
13- 203	Wisconsin Family Ties	WrapAround	Child	12,000.00	per year	12,000.00	per year	0.0%	12,000
13- 204	Wood, Dan	Independent Hearing	Child	70.00	per hour	70.00	per hour	0.0%	n/a
	*State rates for 2013								
	**Rates not established for 2013 yet.								
	***Waiting for court proceedings to address placement and this contract will be replaced by another placement.								

**RESOLUTION NO. 2012-\_\_\_\_\_**

**A Resolution approving the 2012-2015 Jefferson County Plan for Library Services**

WHEREAS, the Jefferson County Library Board was established in 1979 by the Jefferson County Board to be the governing body of Jefferson County Library Services, and

WHEREAS, the Jefferson County Library Board, working as a committee of the whole, developed the 2012-2015 Jefferson County Plan for Library Services, and

WHEREAS, the Jefferson County Library Board adopted the Plan at its November 28, 2012 meeting after a public hearing was conducted to which representatives of each public library in the County were invited,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby approves the 2012-2015 Jefferson County Plan for Library Services, and

BE IT FURTHER RESOLVED that the Jefferson County Library Board is authorized to use the Plan as a guide in continuing to provide access to library services for all Jefferson County residents.

*Fiscal Note: Adoption of this resolution will have no fiscal impact to the County.*

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSTAIN \_\_\_\_\_

ABSENT \_\_\_\_\_

Resolution Recommended by  
Jefferson County Library Board

Gary R. Petre: 11-29-2012

12-11-2012

RESOLUTION NO. 2012-\_\_\_\_\_

**Requesting funds to be re-instated for the Household,  
Agricultural and Pharmaceutical Hazardous Waste Programs**

WHEREAS, Jefferson County recognizes the benefits of the Clean Sweep Recycling Program to control the disposal and storage of potentially hazardous household, agricultural and business waste, e-waste and pharmaceutical waste, and

WHEREAS, in the Strategic Plan Citizen Survey, 84% of respondents said that the Clean Sweep Recycling Program was a very important service to county residents. This was ranked fourth on the list of services residents wanted in the County, and

WHEREAS, in the 2013 grant process 74 municipalities requested \$1,498,926 for their Clean Sweep Programs and DATCP had only \$750,000 to be granted to 57 municipalities, and

WHEREAS, in 2009 the Clean Sweep grants were reduced by the state budget, and with every budget since these funds have been diverted into the general fund, and

WHEREAS, Jefferson County Clean Sweep and Recycling Program has lost \$73,632 in Clean Sweep grant money since the state budget started to divert the funds in 2009. In 2009 Jefferson County requested \$38,500 and received \$23,055; in 2010 we requested \$34,000 and received \$0 (zero); we had to reduce 2010 Clean Sweeps to two (2) instead of four (4). In 2011 we requested \$37,000 and received \$31,413; in 2012 requested \$38,000 and received \$29,400; in 2012 requested \$38,000 and received \$29,400; in 2013 requested \$38,000 and received \$28,500, and

WHEREAS, when the tipping fees were enacted by state law, these funds were to promote hazardous waste and recycling programs for communities, and

WHEREAS, the Solid Waste/Air Quality Committee is asking to preserve all funds generated by the \$7 Recycling Fee from the \$13 tipping fee for implementing and administering waste/reduction/recycling programs which include Clean Sweep grants, and

WHEREAS, Jefferson County has partnered with the City of Watertown, City of Whitewater, City of Fort Atkinson, City of Waterloo, Town of Ixonia, and Walworth County in its Clean Sweep and Recycling Programs. We have Memorandums of Understanding (MOUs) signed with each partner for explanation of responsibilities and liabilities. These partnerships enabled us to expand our program to collect electronics, appliances, carpeting, Styrofoam, and

WHEREAS, over 952,484 pounds of hazardous household and agricultural waste has been collected since 1992 and 3,576 pounds of non-controlled and 145 pounds of controlled drugs have been collected since 2007 at Clean Sweeps, and

WHEREAS, over 1,399,061 pounds of e-waste from residents has been collected since 2005 and 78,999 pounds of appliances have been collected since July of 2012, and

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors supports the use of the landfill tipping fee surcharge as a source of increasing the Clean Sweep grant funding for municipalities as it was intended.

BE IT FURTHER RESOLVED that upon passage, a copy of this resolution be forwarded to Wisconsin Counties Association, Wisconsin Towns Association, League of Wisconsin, Jefferson County Senators and Representatives, Joint Committee on Finance, Governor Walker, Associated Recyclers of Wisconsin, Solid Waste Association of North America-Badger Chapter, and Council on Recycling.

*Fiscal Note: Jefferson County expenditures for Clean Sweeps are covered by the Solid Waste/Air Quality Account 7109.451009, which is funded by contract fees from Waste Management-Deer Track Park Landfill. The City of Watertown budgeted \$20,000 each year since 2010 for the Clean Sweep Program and Fort HealthCare has donated \$5,000 two years in a row for prescription/non-prescription drug disposal and collections. Other towns, villages, cities, businesses and residents have donated \$3,915 to the Clean Sweep Program. No tax levy dollars are used for this program.*

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSTAIN \_\_\_\_\_

ABSENT \_\_\_\_\_

Resolution Requested by  
Solid Waste & Air Quality Committee

12-11-12

Sharon Ehrhardt, Rob Klotz: 11-15-12

**Item 16a**

**ORDINANCE NO. 2012-\_\_\_\_\_**

**Change time of County Board meeting**

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Section 3.01(2) of the Board of Supervisors Rules of Order is amended as follows:

(2) Board meetings shall commence at ~~7:00~~ 6:00 p.m. unless by majority vote the Board prescribes a different time for convening. [Am. 02/10/04, Ord. 2003-34; 02/14/06, Ord. 2005-47]

Section 2. This ordinance shall be effective after passage and publication as provided by law.

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSTAIN \_\_\_\_\_

ABSENT \_\_\_\_\_

Requested by  
Supervisor Ron Buchanan

12-11-12

Philip C. Ristow: 12-03-12