Personnel & Salary – County Clerk & Recorder Committee

February 11, 2009

Tentative Minutes

1. Call to Order: Chairman Skip Kenney called the meeting to order at 10:01 a.m. Present: Bobbie Colbert, Marcia Heuer, Larry Boes, Dorothy Bowers and Pat Saunders. Others: Ed Rice, County Clerk & Recorder Becky Huntley, Treasurer John Coffman, Solid Waste Director Steve Rypkema, Supervisor of Assessment Jim Harrison, Coroner Lou Finch, Director of Court Services Greg Martin, Rich Gronewold and Don Conn. Absent: Kim Gouker.

2. Approval of Minutes: December 10, 2008: Motion by Bowers, 2nd by Heuer to approve the minutes. Motion carried.

3. Approval of Bills: Motion by Saunders, 2nd by Bowers to approve the County Clerk & Recorder bills in the amount of $6,634.52. Motion carried.

4. Public Comment: Treasurer Coffman addresses the Committee in regards to questions raised in December's meeting about salary increases in his department. He distributes a "Resource Analysis" packet and explains his reasons for the increase above 3% to 9%. Further discussion took place.

5. County Clerk & Recorder Report: County Clerk Huntley distributed the Recorder's monthly report; she states they are seeing a rise in mortgage recordings. She also states her office is very busy preparing for the April 7th election.

6. New Business:
    a. Health Insurance Correspondence: Chairman Kenney informs the Committee about a situation with an employee in regards to the dental insurance. Discussion took place about our policy and procedures; consensus of Committee is that more information needs to be given to employees at the time of hire with full disclosure of dental and health benefits.

    b. Vice-Chairman: Motion by Saunders, 2nd by Bowers to elect Bobbie Colbert as Vice-Chairman. Motion carried.

    c. Hiring Freeze: Chairman Kenney states his view about a possible hire freeze until a County Administrator is hired. Discussion took place.

    d. Wage Increases from December 2008: Discussion took place in regards to the different increases given.

    e. Heuer Wage Comparison Data: Heuer distributed numerous hand-outs of information compiled from the EA survey and employees pay from FY 2004 to current. Further discussion took place.

7. Old Business:
    a. EA Compensation Program: The Committee discussed the future of this project. Consensus of Committee is to continue with the process and get in touch with Employers Association for completion of the project.

8. Adjournment: Since no further business was before the Committee, Chairman Kenney declared the meeting adjourned. Time: 11:49 a.m.

Respectfully submitted,
Tiffany O'Brien