

Board of Supervisors

December 16, 2004; 5:30 p.m.

The Board of Supervisors met pursuant to adjournment with Adamson, Hancock, Minard, and Schaefer present. Ewoldt was absent.

The Board recited the Pledge of Allegiance.

Moved by Minard, seconded by Hancock, the approval of the minutes of the December 2, 2004 Regular Board Meeting. All Ayes.

Moved by Hancock, seconded by Minard, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That the annual report as submitted by the Weed Commissioner be accepted, signed by the Board Chairman, and copies be forwarded to the Secretary of Agriculture and the County Auditor. One copy shall be retained in the Planning and Development Department. 2) This resolution shall take effect immediately.

Moved by Hancock, seconded by Adamson, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That the bids for survey work for the Jail Expansion and Renovation project are recommended for approval by the Scott County Public Safety Authority and be awarded to Egger Engineering in the amount of \$16,000.00. 2) This resolution shall take effect immediately.

Moved by Hancock, seconded by Minard, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That the bid for six (6) Class I Squad Cars from Reynolds Motors for \$150,795.84 is hereby approved and awarded. 2) That the bid for two (2) Class IV Transport Vans from Ron Alpen Ford for \$38,774.00 is hereby approved and awarded. 3) This resolution shall take effect immediately.

Moved by Adamson, seconded by Hancock, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That said Board of Supervisors does hereby recognize the retirement of **BONNIE HARKSEN** and conveys its

appreciation for 12 years of faithful service to the Health Department. 2) This resolution shall take effect immediately.

Moved by Adamson, seconded by Hancock, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That said Board of Supervisors does hereby recognize the retirement of **JANE FOGLE** and conveys its appreciation for 11 years of faithful service to the Health Department. 2) This resolution shall take effect immediately.

Moved by Adamson, seconded by Hancock, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That said Board of Supervisors does hereby recognize the retirement of **ART MILLER** and conveys its appreciation for 25 years of faithful service to the Sheriff's Office. 2) This resolution shall take effect immediately.

Moved by Adamson, seconded by Minard, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That Human Resources Policy Z. Temporary Alternative Duty Work Program be approved as presented by the County Administrator and Assistant County Administrator. 2) This resolution shall take effect immediately.

Moved by Adamson, seconded by Hancock, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) The position of Park Ranger - West Lake Park - 307 Hay Points, (1.0 FTE) shall hereby be reclassified to Park Manager, 382 Hay Points, (1.0 FTE). 2) The position of Park Maintenance Supervisor - West Lake Park - 357 Hay Points, (1.0 FTE) shall hereby be abolished. 3) The position of Ranger Technician - West Lake Park - 220 Hay Points, (2.0 FTE) shall hereby be created. 4) If these organization changes do not result in the desired outcomes, all affected employees will be returned to previous position at a wage commensurate with previous position. 5) This resolution shall take effect immediately.

Moved by Adamson, seconded by Hancock, the motion approving personnel actions as presented by the County Administrator. All Ayes.

**NEW HIRES**

Employee/Department	Position	Salary	Effective Date	Remarks
Robert Liagre Sheriff	Bailiff – P/T	\$13.877/hr	12/01/04	Replaces Tom Behning
Diana Bollin FSS	Custodial Worker – P/T	\$10.64/hr	12/06/04	Fills new position
Tiffany Kennedy Health	Community Health Consultant	\$37,598	12/06/04	Replaces Shauna Norby
Tara Dinneweth Sheriff	Deputy Sheriff	\$36,837	12/09/04	Fills new position created by Board resolution dated 11/18/04

**TRANSFERS AND PROMOTIONS**

Employee/Department	New Position	Salary Change	Effective Date	Remarks
Patricia Oldsen Sheriff/Jail	Cook	No change	12/18/04	Replaces Laurenda Hensley

**BARGAINING UNIT STEP INCREASES**

Employee/Department	Position	Salary Change	Wage Step	Effective Date
LeeRoy Rauch Sheriff/Jail	Correction Officer Trainee	\$26,936 - \$27,394	Step 2	12/21/04
Barbara Schloemer FSS	Senior Clerk	\$28,600 - \$29,702	Step 6	12/29/04

**MERIT INCREASES**

Employee/Department	Position	Salary Change	% of Midpoint	Effective Date
Tracie Bernhard Health	Resource Assistant	\$23,753 - \$24,941 (5.0%)*	89.25%	12/23/04
Rhonda Duchesneau Sheriff/Jail	Food Service Manager	\$44,583 - \$45,920 (3.0%)	108.16%	01/01/05

\* First or second review following appointment or promotion. Salary adjusted 5% if not above 95% of midpoint & employee receives rating of 3 or better.

**BONUS**

Employee/Department	Position	Effective Date
Martha Guinn County Attorney	Executive Secretary	07/23/04
Charles Muhs Sheriff	Sergeant	08/19/04
Mark Murphy Secondary Roads	Truck Crew Coordinator	09/24/04
Tim Duncombe	Bailiff	10/11/04

Sheriff

Jon Burgstrom Secondary Roads	Assistant County Engineer	12/02/04
Kevin Broders Sheriff/Jail	Corrections Sergeant	01/01/05

**SEPARATIONS**

Employee/Department	Position	Hire Date	Separation Date	Reason for Separation
Jodie Collins Health	Public Health Nurse	09/30/04	11/30/04	Discharged
Rosemary Baker Sheriff/Jail	Alternative Sentencing Coordinator	06/30/03	12/17/04	Voluntary resignation
Laurenda Hensley Sheriff/Jail	Cook	02/17/97	12/17/04*	Voluntary resignation
Bonnie Harksen Health	Resource Specialist	07/15/92	01/31/05*	Retirement

\*adjusted separation date

**REQUEST TO FILL VACANCIES**

Position/Department	Position Status	Starting Date	Previous Incumbent	Recommendation
Cook Sheriff/Jail	Vacant 12/17/04	ASAP	Laurenda Hensley	Approve to fill
Public Health Nurse Health	Vacant 11/30/04	ASAP	Jodie Collins	Approve to fill

Moved by Hancock, seconded by Minard, the approval of the third and final reading of Ordinance # 04-09 to amend Chapter 27, of the Scott County Code relative to the Lead Program. Roll Call: Ayes - Adamson, Hancock, Minard, Schaefer.

Moved by Minard, seconded by Adamson, that the following resolution be adopted. Roll Call: Ayes - Adamson, Hancock, Minard, Schaefer.

BE IT RESOLVED 1) That the Scott County Board of Supervisors hereby approves for payment all claims as submitted by the County Auditor and prepared for payment on County warrants numbered 176697 through 177080 for the total amount of \$1,417,572.89 and the purchase card transactions in the total amount of \$27,452.78. 3) This resolution shall take effect immediately.

