



## Agenda

General Government Committee

Thursday, April 7, 2022 - 5:00 pm

Conference Call 1-312-626-6799

Zoom Meeting ID: 89996258699

Passcode: 163823

<https://us02web.zoom.us/j/89996258699>

Community Room

303 W. Chapel St

Dodgeville, Wisconsin 53533

Iowa  
County  
Wisconsin

For information regarding access for the disabled, please call 935-0399.

*Any subject on this agenda may become an action item.*

- |    |                                                                                                                                 |
|----|---------------------------------------------------------------------------------------------------------------------------------|
| 1  | Call to order.                                                                                                                  |
| 2  | Roll Call.                                                                                                                      |
| 3  | Approve the agenda for this April 7, 2022 meeting.                                                                              |
| 4  | Approve the minutes of the March 3, 2022 meeting.                                                                               |
| 5  | Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken. |
| 6  | Iowa County Register of Deeds 2021 Year End Report.                                                                             |
| 7  | Proposed Policy 504 Healthcare Equipment Loan Program.                                                                          |
| 8  | Proposed Policy 907 Agendas and Minutes.                                                                                        |
| 9  | Discussion and possible action on the 2022 Wage Structure.                                                                      |
| 10 | Employment Activity Report.                                                                                                     |
| 11 | Set date and time for next meeting. (May 5, 2022 at 5:00 p.m.)                                                                  |
| 12 | Adjournment.                                                                                                                    |

Posting verified by the County Clerk's Office. Kris Spurley Date: 4-1-2022 @ 3:30 pm Initials: kks



**Minutes**  
**General Government Committee**  
**Thursday, March 3, 2022 - 5:00 pm**  
**Conference Call 1-312-626-6799**  
**Zoom Meeting ID: 899 9625 8699**  
**Community Room**  
**303 W Chapel St**  
**Dodgeville, Wisconsin 53533**

**Iowa  
County  
Wisconsin**

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|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Chair Ronald Benish called the meeting to order at 5:00 p.m.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 2 | <ul style="list-style-type: none"> <li>- Roll Call. Members present: Sups. Ronald Benish, Don Gander, Roger Geisking, John Meyers and Mike Peterson. Curt Peterson was excused.</li> <li>- Others present: Mel Masters, Steve Deal, Larry Bierke, Kris Spurley, Allison Leitzinger, Lia Leahy.</li> <li>- Others present remotely: None.</li> </ul>                                                                                                                                                                                                                               |
| 3 | Sup. Meyers moved to approve the agenda for this March 3, 2022 meeting. Sup. M. Peterson seconded. Motion carried.                      Aye-5      Nay-0                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 4 | Sup. Gander moved to approve the minutes of the February 3, 2021 meeting. Sup. Geisking seconded. Motion carried.                      Aye-5      Nay-0                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 5 | Public Comments: None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 6 | <p>Considered the 2023-2026 Compensation for Sheriff, Clerk of Court and Coroner. Sup. Meyers moved to increase the 2% increase to 3.5% plus the bump in 2023 and to continue with the 3.5% for 2024 thru 2026 for the Sheriff and Clerk of Court. Sup. M. Peterson seconded. Motion approved and forward to the Executive Committee for consideration.</p> <p style="text-align: right;">Aye-5      Nay-0</p> <p>Sup. Meyers moved to approve the salary/call for the Coroner. Sup. M. Peterson seconded. Motion carried.</p> <p style="text-align: right;">Aye-5      Nay-0</p> |
| 7 | <p>Considered the Tentative Agreement Between Iowa County and WPPA (Sheriff's Office). Sup. M. Peterson moved to approve the agreement and to forward to the Executive Committee for consideration. Sup. Geisking seconded. Motion carried.</p> <p style="text-align: right;">Aye-5      Nay-0</p>                                                                                                                                                                                                                                                                                |
| 8 | Allison reviewed the Employment Activity Report.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

|                         |                                                                                                                                                                                                                                                                       |
|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9                       | <p>Considered Resolution to Revise Current Real Estate Transfer Fees Revenue Sharing formula. (Resolution received from Vilas County). Sup. Gander moved to support Vilas County's resolution. Sup. M. Peterson seconded. Motion failed.</p> <p>Aye- 1      Nay-4</p> |
| 10                      | <p>The next meeting date April 7, 2022 at 5:00 p.m.</p>                                                                                                                                                                                                               |
| 11                      | <p>Sup. M. Peterson moved to adjourn the meeting. Sup. Meyers seconded the motion. Motion carried.      Aye-5      Nay-0</p> <p>Meeting adjourned at 5:38 p.m.</p>                                                                                                    |
| Minutes by Kris Spurley |                                                                                                                                                                                                                                                                       |

## Kris Spurley

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**From:** Chuck Tennessen <charles@driftlessconservancy.org>  
**Sent:** Tuesday, March 22, 2022 10:38 AM  
**To:** Kris Spurley  
**Subject:** General Governance Committee - Request to be on the agenda

Hello Ms. Spurley,

I'm requesting to be included on the agenda for the April 7, 2022 General Governance Committee meeting on behalf of Driftless Area Land Conservancy. I want to give the committee an update on the Cardinal-Hickory Creek transmission line project and make a request for an action by the committee.

If it turns out that the committee doesn't meet this month, please recommend another committee that may be appropriate for this topic. I've written to Chairman Meyers with the same request for a committee recommendation but have not gotten a response.

Thank you.

Chuck

*Chuck Tennessen*

Driftless Area Land Conservancy – Climate & Energy Coordinator

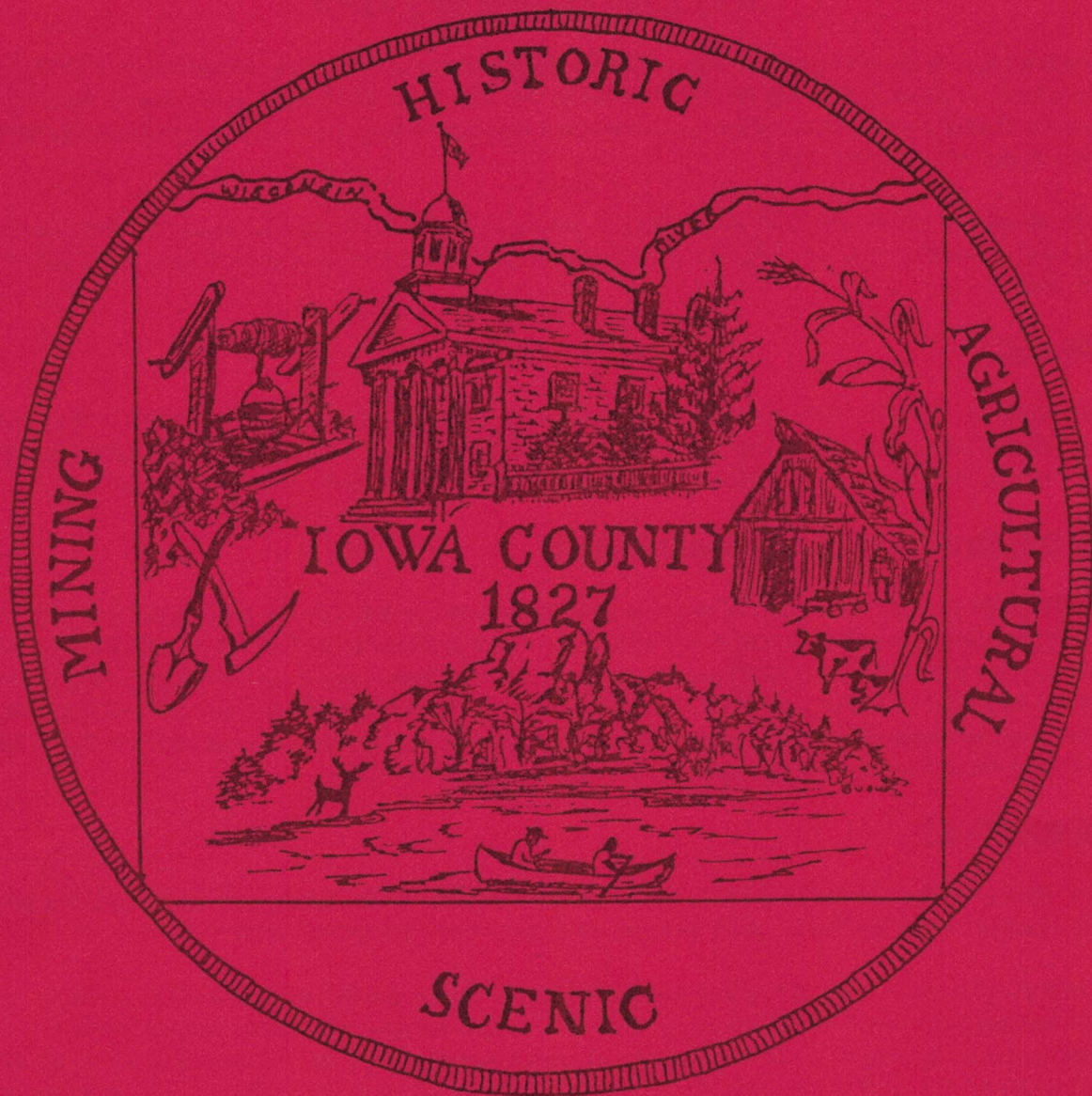
[Charles@driftlessconservancy.org](mailto:Charles@driftlessconservancy.org)

206 S. Iowa St. P.O. Box 323

Dodgeville, WI 53533

608-930-3252 (O)

608-341-0641 (C)



# IOWA COUNTY REGISTER OF DEEDS

TAYLOR J. CAMPBELL

2021 YEAR END REPORT

## **THE REGISTER OF DEEDS OFFICE**

Iowa County became a county in 1827. The Register of Deeds Office was established in Wisconsin in 1836, before statehood, to protect the integrity of land ownership. The 1848 Wisconsin constitution Article VI, Section 4 established the elected constitutional office as a permanent element of the county-level government structure. Vital records were statutorily added in 1907.

The mission of the Register of Deeds is to provide secure archival storage and access to public records as required by law, as well as provide a high level of customer service that promotes respect and timely service for Wisconsin citizens.

### **REAL ESTATE**

The Register of Deeds office is an important part of the county's economic system, much of the county's wealth is determined from the land within our county. The data we collect is used to create tax rolls and update GIS mapping, as well as help financial institutions and title companies provide loans and title insurance.

### **VITAL RECORDS-Birth, Death, Marriage & Divorce**

Vital records document the span of our lives from birth to death. All vital requests must be entered in the state system before being issued to ensure everything is up to date and the record has not been flagged for fraudulent activity. If you were born or married in Wisconsin, you can obtain a birth or marriage certificate in any county throughout the state, thanks to the State Vital Records secured site. Death certificates after 2013 and divorce after 2016 are also available statewide via the secured site. Customers who present proof of identity are able to obtain certified copies of their vital records by applying in person or by standard mail.

### **CUSTOMER SERVICE**

ROD staff provides assistance to title companies, attorneys, surveyors, county employees and the general public. The attached "Who We Serve" sheet outlines the many diverse entities we work with.

During the pandemic, the ROD office was quick to adapt and to uphold our high level of customer service while still maintaining the health and safety of both our staff and customers. We made changes within our office to accommodate social distancing as much as possible. All of our real estate documents, including all of our survey records dating back to the 1800's, are available online and can be accessed by the public via our LandShark system. Our customers welcome the convenience of using the computer to search rather than pulling out the old books. One of our greatest achievements during the pandemic was getting our Grantor/Grantee indexes available online, located on our Register of Deeds department page on the county website. This allows our customers the ability and convenience to complete their search remotely. In 2021, we added 12 additional volumes to the website, making our Grantor/Grantee indexes dating all the way back to 1835 available.

I would not be able to accomplish all of the duties associated with the office without my Deputy, Renee Bergeron. The ROD office stayed within budget for expenditures and exceeded the 2021 projected revenue budget.

If you have any questions please reach out to me!

Taylor J. Campbell  
Iowa County Register of Deeds  
608-935-0396  
Taylor.Campbell@iowacounty.org

# Who We Serve



[www.wrdaonline.org](http://www.wrdaonline.org)

**IOWA COUNTY**

## 2021 TOTAL INCOME

| ACCOUNTS                  |           |           |           |           |           |           |           |           |           |           |           |           |            |
|---------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|
|                           | JAN       | FEB       | MAR       | APR       | MAY       | JUNE      | JULY      | AUG       | SEPT      | OCT       | NOV       | DEC       | TOTALS     |
| REAL ESTATE               | 6,640.00  | 7,905.00  | 8,805.00  | 8,845.00  | 8,435.00  | 9,570.00  | 8,535.00  | 6,890.00  | 8,000.00  | 9,285.00  | 7,960.00  | 7,145.00  | 98,015.00  |
| COUNTY LAND RECORD FEES   | 2,610.00  | 3,102.00  | 3,462.00  | 3,456.00  | 3,270.00  | 3,684.00  | 3,330.00  | 2,712.00  | 3,132.00  | 3,654.00  | 3,054.00  | 2,766.00  | 38,232.00  |
| STATE LAND RECORD FEES    | 3,045.00  | 3,619.00  | 4,039.00  | 4,032.00  | 3,815.00  | 4,298.00  | 3,885.00  | 3,164.00  | 3,654.00  | 4,263.00  | 3,563.00  | 3,227.00  | 44,604.00  |
| WI TRANSFER FEES 80-20    | 30,063.90 | 31,703.10 | 40,139.10 | 48,338.10 | 50,644.80 | 80,034.60 | 66,572.40 | 55,762.80 | 44,476.80 | 39,244.50 | 44,389.20 | 68,061.60 | 600,030.90 |
| LAND RECORD/PUBLIC ACCESS | 870.00    | 1,034.00  | 1,154.00  | 1,152.00  | 1,090.00  | 1,228.00  | 1,110.00  | 904.00    | 1,044.00  | 1,218.00  | 1,018.00  | 922.00    | 0.00       |
| CERTIFIED COPIES          | 1,403.00  | 790.00    | 1,340.00  | 972.00    | 775.00    | 1,257.00  | 1,451.00  | 1,339.00  | 1,113.00  | 1,377.00  | 1,287.00  | 1,095.00  | 12,744.00  |
| BIRTH STATE FEES          | 231.00    | 259.00    | 280.00    | 308.00    | 294.00    | 427.00    | 343.00    | 497.00    | 315.00    | 203.00    | 245.00    | 161.00    | 14,199.00  |
| BIRTH ONLINE              | 264.00    | 296.00    | 320.00    | 352.00    | 336.00    | 488.00    | 392.00    | 568.00    | 360.00    | 232.00    | 280.00    | 184.00    | 3,563.00   |
| DEATH ONLINE              | 312.00    | 234.00    | 286.00    | 234.00    | 143.00    | 182.00    | 156.00    | 260.00    | 286.00    | 208.00    | 221.00    | 312.00    | 4,072.00   |
| MARRIAGE ONLINE           | 338.00    | 260.00    | 234.00    | 299.00    | 182.00    | 481.00    | 585.00    | 286.00    | 416.00    | 520.00    | 260.00    | 182.00    | 2,834.00   |
| DIVORCE ONLINE            |           |           | 26.00     |           |           | 13.00     |           |           |           |           | 13.00     |           | 4,043.00   |
| DOMESTIC PARTNERSHIP OL   |           |           |           |           |           |           |           |           |           |           |           |           | 52.00      |
| REGISTER OF DEEDS COPIES  | 156.00    | 314.00    | 357.00    | 391.00    | 334.00    | 529.00    | 505.00    | 265.00    | 436.00    | 408.00    | 220.00    | 398.00    | 0.00       |
| SUBSCRIPTION REVENUE      | 2,250.00  | 2,250.00  | 2,250.00  | 2,250.00  | 2,250.00  | 2,250.00  | 2,250.00  | 2,250.00  | 2,250.00  | 2,250.00  | 2,250.00  | 2,250.00  | 4,313.00   |
| LANKSHARK FEES            | 4,561.00  | 4,232.00  | 5,713.00  | 4,719.00  | 4,544.00  | 4,063.00  | 3,373.00  | 4,134.00  | 3,135.00  | 3,361.00  | 2,977.00  | 4,026.00  | 27,000.00  |
|                           |           |           |           |           |           |           |           |           |           |           |           |           | 48,838.00  |
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SUMMARY OF FEES COLLECTED IN 2021

| <u>DESCRIPTION</u>               | <u>COLLECTED</u> | <u>STATE</u>  | <u>OTHER</u> | <u>COUNTY</u> |
|----------------------------------|------------------|---------------|--------------|---------------|
| REAL ESTATE RECORDING FEE COUNTY | \$ 98,015.00     |               |              | \$ 98,015.00  |
| COUNTY LAND RECORD FEE           | \$ 38,232.00     |               | \$ 38,232.00 |               |
| STATE LAND RECORD FEE            | \$ 44,604.00     | \$ 44,604.00  |              |               |
| WISCONSIN TRANSFER FEE 80/20     | \$ 600,030.90    | \$ 480,024.72 |              | \$120,006.18  |
|                                  | \$ -             |               |              |               |
| LAND RECORD/PUBLIC ACCESS        | \$12,744.00      |               | \$ 12,744.00 |               |
|                                  |                  |               |              |               |
| CERTIFIED COPIES                 | \$ 14,199.00     |               |              | \$ 14,199.00  |
| CHILD ABUSE TRUST                | \$ 3,563.00      | \$ 3,563.00   |              |               |
| BIRTH ONLINE                     | \$ 4,072.00      | \$ 4,072.00   |              |               |
| DEATH ONLINE                     | \$ 2,834.00      | \$ 2,834.00   |              |               |
| MARRIAGE ONLINE                  | \$ 4,043.00      | \$ 4,043.00   |              |               |
| DOMESTIC PARTNERSHIP ONLINE      | \$ -             | \$ -          |              |               |
| DIVORCE ONLINE                   | \$ 52.00         | \$ 52.00      |              | \$ -          |
| REGISTER OF DEEDS COPIES         | \$ 4,313.00      |               |              | \$ 4,313.00   |
| LANDSHARK FEES                   | \$ 48,838.00     |               | \$ -         | \$ 48,838.00  |
| SUBSCRIPTION REVENUE             | \$ 27,000.00     |               |              | \$ 27,000.00  |
|                                  | \$ -             |               |              | \$ -          |
|                                  | \$ -             | \$ -          |              | \$ -          |
| TOTALS                           | \$ 902,539.90    | \$ 539,192.72 | \$ 50,976.00 | \$ 312,371.18 |



# **AGENDA ITEM COVER SHEET**

**Title:** Proposed Policy 504 Healthcare Equipment Loan Program

☒ Original

☐ Update

## **TO BE COMPLETED BY COUNTY DEPARTMENT HEAD**

### **DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):**

Iowa County has historically managed the Healthcare Equipment Loan Program (HELP) out of our nursing home. Staff are recommending that with the closure of the nursing home, that this program continue. Attached is a policy that would govern the program after moving it to the Veterans Service Office.

The HELP program donates used medical equipment to residents in need, primarily in Iowa County. Staff estimates that the program will need about 10 hours per week to manage, once the transition is complete. Equipment will remain stored at the County Farm until a better location is found. [Ideally, staff would prefer a new storage building near HHS parking lot.]

### **RECOMMENDATIONS (IF ANY):**

Please consider the attached policy and suggest changes/modifications.

### **ANY ATTACHMENTS? (Only 1 copy is needed)**

☒ Yes

☐ No

If yes, please list below:

Policy 504 is attached.

### **FISCAL IMPACT:**

The HFLP program uses equipment donated to Iowa County to donate to residents in need. Costs to Iowa County include staff time, mileage, and occasional advertising. Historically the program has received small fiscal donations to support it.

### **LEGAL REVIEW PERFORMED:**

☐ Yes

☒ No

### **PUBLICATION REQUIRED:**

☐ Yes

☒ No

### **STAFF PRESENTATION?:**

☐ Yes

☒ No

How much time is needed? \_\_\_\_\_

**COMPLETED BY:** Larry Bierke

**DEPT:** County Administrator

### **2/3 VOTE REQUIRED:**

☐ Yes

☒ No

## **TO BE COMPLETED BY COMMITTEE CHAIR**

**MEETING DATE:**

**AGENDA ITEM #**

### **COMMITTEE ACTION:**



## Healthcare Equipment Loan Program

Date Originated: 4/19/2022  
Date of Modifications:  
Policy Number: 504

### 1. PURPOSE:

The purpose of this policy is to establish guidance and rules for the management, maintenance, and availability of medical equipment donated to and from residents of Iowa County. Iowa County has an inventory of medical equipment that has been donated or purchased over a number of years. This medical equipment is available to residents of Iowa County under this policy.

### 2. ORGANIZATIONS AFFECTED:

This policy applies to Iowa County staff and establishes how the Healthcare Equipment Loan Program is managed and maintained.

### 3. POLICY:

- A. It is the policy of Iowa County to maintain an inventory of medical equipment that can be easily donated to residents in need. This equipment is available free to Iowa County residents.
- B. All equipment shall be cleaned thoroughly before being loaned to the public.
- C. Equipment received or purchased by Iowa County must pass a safety inspection by the Environmental Services Department before it is donated to any resident. Equipment not passing said safety inspection may be recycled or disposed of at the discretion of Environmental Services Department staff.
- D. All equipment is donated to residents based on their request. Equipment may be donated to Iowa County for reuse, or Iowa County may purchase equipment with donated funds.
- E. The Veterans Services Department shall include in their budget a carryover line item where funds may be received in support of the program.
- F. Equipment may be delivered at the discretion of the Veterans Service Officer and only to residents residing in Iowa County. Requests for equipment to be used by residents of another County shall be referred to the county where the resident resides, before equipment is donated from Iowa County.

### 4. REFERENCES:

### 5. PROCEDURES:

- A. The Veterans Service Officer shall manage the H.E.L.P. in conjunction with the staff at the ADRC. Residents desiring to borrow equipment shall place a call to the ADRC and communicate with the Veterans Service Officer to arrange for the equipment donation to or from a resident.

- B. One staff member from ADRC, Veterans Service Department, and the Environmental Services Division shall participate in annual equipment inventory.
- C. By February 1 of each year, a report shall be produced by the Veterans Service Officer and provided to the County Administrator identifying the program use from the previous calendar year.
1. What are equipment inventory levels, as of the end of the last calendar year?
  2. What equipment and how much of each type were donated to residents in the previous year?
  3. Report of equipment purchased during the last calendar year and program donations accepted.
  4. What equipment was donated to residents of another County?
  5. How many equipment deliveries occurred in the last calendar year?
  6. Identify any trends occurring with the program.
- D. An advertisement shall be printed in two Iowa County newspapers annually noting the availability of the program for members of the public to use. Funding for advertising shall come out of the H.E.L.P. program donated funds account.

# AGENDA ITEM COVER SHEET

**Title:** Policy 907 Agendas and Minutes

☒ Original

☐ Update

## TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

### DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

Attached is a policy that assigns responsibility for taking minutes and assembling agendas for certain Boards, Committees, and Commissions. The policy documents the way things are handled now and provides guidance to staff to ensure specific parties are responsible for agendas and minutes.

### RECOMMENDATIONS (IF ANY):

Consider Policy 907 and suggest modifications.

### ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Draft Policy 907 Attached.

### FISCAL IMPACT:

There should not be a fiscal impact to this policy.

### LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

### PUBLICATION REQUIRED:

☐ Yes

☒ No

### STAFF PRESENTATION?:

☐ Yes

☒ No

How much time is needed? \_\_\_\_\_

**COMPLETED BY:** Larry Bierke

**DEPT:** County Administrator

### **2/3 VOTE REQUIRED:**

☐ Yes

☒ No

## TO BE COMPLETED BY COMMITTEE CHAIR

**MEETING DATE:**

**AGENDA ITEM #**

### COMMITTEE ACTION:



## COMMITTEE MINUTES & AGENDAS

Date Originated: 04.19.22  
Date of Modifications:  
Policy Number: 907

### 1. PURPOSE:

The purpose of this policy is to establish who is responsible for drafting committee agendas, the taking of committee minutes, and the timeline to complete the minutes and electronically send them to the County Clerk's Office.

### 2. ORGANIZATIONS AFFECTED:

All Iowa County Committees, Boards, Commissions, Subcommittees, and Task Forces.

### 3. POLICY:

It is the policy of Iowa County to have a designated agenda drafter and minute taker for each committee. It is also necessary for said individual to ensure that proper approvals are granted for both minutes and agendas prior to sending them to the County Clerk. When meetings are completed, it is also County policy to have minutes posted onto the Iowa County webpage by the County Clerk's Office.

### 4. REFERENCES:

Wisconsin Statute 59.23(2)(a) and Iowa County Resolution No. 2-0505.

### 5. PROCEDURES:

A. Below is a list of all boards, commissions, and committees staffed by Iowa County, as well as the parties responsible for agenda and minutes.

| <u>Committee Name:</u>                   | <u>Responsible for Agenda and Minutes</u> |
|------------------------------------------|-------------------------------------------|
| Public Works Committee                   | Highway Commissioner                      |
| Public Safety Committee                  | Chief Deputy                              |
| Health and Human Services Committee      | Social Services Director                  |
| General Government Committee             | County Clerk                              |
| Executive Committee                      | County Clerk                              |
| Committee on Appointments                | County Clerk                              |
| Land Conservation Committee              | Land Conservation Dir.                    |
| Bloomfield Commission                    | Bloomfield Administrator                  |
| Board of Adjustments                     | Planning and Zoning Dir.                  |
| Iowa County Library Committee            | County Administrator                      |
| Long Range Planning Committee            | County Administrator                      |
| Iowa County Ethics Board                 | County Administrator                      |
| Tax Deed Committee                       | County Treasurer                          |
| ADRC Board                               | ADRC Manager                              |
| Board of Health                          | Health Director                           |
| Ext. and Ag. Edu. Committee              | Extension Area DirectorExtension          |
| Veterans Service Commission              | Veterans Service Officer                  |
| Crime Prevention Surcharge Funding Board | District Attorney                         |

Local Emergency Planning Committee  
Iowa County Airport Commission  
Traffic Safety Commission  
Land Information Council  
Planning and Development Committee

E. M. Director  
Highway Commissioner  
Highway Commissioner  
Planning and Zoning Dir.  
Planning and Zoning Dir.

- B. The minutes of each meeting shall be completed by the responsible party or their designee and electronically forwarded to the County Clerk's Office within seven days of the meeting.
- C. Upon receipt of the minutes the County Clerk's Office shall record the draft minutes and post them to the Iowa County website. Once the minutes are approved by the Committee, the County Clerk shall update the website to reflect the change from "draft" to "approved".
- D. The staff responsible for the meeting agenda and minutes must also ensure that the meeting attendance sheet is turned in to the County Clerk's Office within the seven (7) day time frame. This sheet is needed to ensure proper mileage and per diem's are paid to those in attendance.



To: General Government Committee  
CC:  
FROM: Larry Bierke, County Administrator  
RE: Employee Compensation and Benefits

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In late 2021 and early 2022, the United States has faced increasing levels of inflation, and Iowa County is facing an increasingly competitive labor environment. As a result, Iowa County needs to consider changes to our compensation and benefit structure. This was recently recognized by the Public Works Committee, when on January 31, 2022 they made a motion to *"Instruct the Administrator to work with Employee Relations and the General Government Committee to review wages, pay grid scale, and pay for performance for Highway Department employees to address employment issues"*.

Since that time, the Employee Relations Director and I have put together the attached changes to the wage grid. The Employee Relations Director will go through this proposal with you. We are hoping to find funding to support:

1. A June 4, 2022 – 2% increase to the Control Point.
2. Dropping Step 2 from the grid on June 4, 2022 and moving all employees in Step 2 up to Step 3.
3. Planning to add step 7 and step 8 as of January 1, 2023, in addition to any market adjustment recommended by Carlson Dettman.

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In addition to the wage grid proposed changes, we have been discussing the idea of creating the "Iowa County Choice Plan" to provide a series of benefits for employees to choose from. Iowa County would contribute funding on a per employee basis and staff could choose from the following list and identify how much money they want in each item:

- |                                       |                                             |
|---------------------------------------|---------------------------------------------|
| 1. Education Reimbursement            | 7. Pet Insurance Coverage                   |
| 2. Cell Phone Stipend                 | 8. Purchase MTO Time                        |
| 3. Commute Stipend                    | 9. Chamber Bucks/Local Business Gift Cards. |
| 4. Child/Adult Care Support           |                                             |
| 5. Deferred Compensation Contribution |                                             |
| 6. WRS Retirement Contribution        |                                             |

This is a list we came up with, please let us know if you have any additional ideas. Additional research needs to be done to determine if benefit is taxable or not. Initial plan would include Iowa County contributing \$500 per year with funding increasing as allowed per annual budget.

Not all employees find the same benefits attractive. It is our intention of contributing a flat dollar amount for all employees and prorating the benefit to part time employees. This way all employees are treated the same and yet they have the flexibility to select what works best for them.

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As we explored both the wage grid changes and the "Iowa County Choice Plan" idea, several other benefits were suggested and we wanted to find out if any of these were worthy of further investigation:

A. One Time Benefit:

- a. Iowa County offering County Employees a home down payment assistance program. Encouraging employees to purchase a home in Iowa County would be way to build loyalty, commitment and move some of our distant employees closer to our workplace. If Iowa County offered a \$30,000 assistance program, where the County takes a 2<sup>nd</sup> mortgage to secure our investment. Iowa County would take a security position behind the primary lender (a bank) and then be repaid for our assistance after a number of years, or when the home is put up for sale.
- b. Does Iowa County want to encourage our employees to purchase electric vehicles? Perhaps a payment to assist with a vehicle purchase?
- c. Iowa County could use some of the ARPA funding to do a one-time bonus to employees.
- d. Iowa County could offer a signing bonus to all new hires in 2023 & 2024.

B. Longevity:

- a. Do we want to budget to provide a cake for work anniversaries? If someone is an employee for ten years, should they get a department lunch to celebrate with their co-workers?

C. 4 Day Work week

D. Teleworking. We allow, under County policies, employees to work from home for up to 3 days per week. Should this be expanded?

E. Expand Policy 310. Employees don't get a card or condolences from Iowa County if their parent passes away. Should we review and expand this policy?



**Iowa County Employee Relations**

222 N Iowa Street - Dodgeville, WI 53533 - 608.935.0374 – Fax: 608.935.0325

[Allison.leitzinger@iowacounty.org](mailto:Allison.leitzinger@iowacounty.org)

TO: General Government Committee  
FROM: Allison Leitzinger, Employee Relations Director  
DATE: March 31, 2022  
RE: Employment Activity Report

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Outlined below is the employment activity for March 2022:

- ADRC Benefit Specialist: Internal hire starting April 4, 2022.
- Register of Deeds: New hire starting April 18, 2022.
- Sheriff's Office Dispatcher: 1 candidate in background process.
- Finance Accountant Specialist: Internal hire starting April 5, 2022.
- Highway Equipment Operator: 1 internal transfer, 1 Conditional Offer made.
- Highway Section Maintenance Patrol –Conditional Offer made.
- Highway Auxiliary Maintenance Patrol–1 candidate in the hiring process.
- Sheriff's Office Patrol Deputy (2 vacancies) – 1 new hire starting April 11, 2022.
- Highway Crew Lead (Asphalt Plant): First review scheduled for Friday, April 8, 2022.
- Sheriff's Office Correctional Office: Interviews planned for week of April 4, 2022.
- HWY LTE: First review scheduled for Wednesday, April 6, 2022.
- 4H Internship: Interview scheduled for Friday, April 1, 2022.
- ADRC Transportation Coordinator: First review scheduled for Thursday, April 14.
- Conservation Specialist: First review scheduled for Monday, April 18.
- Social Worker: First review scheduled for Monday, April 18.