

# MONROE COUNTY BOARD OF SUPERVISORS



## NOTICE OF MEETING

**COMMITTEE:** FINANCE MEETING  
**TIME:** 9:00 a.m.  
**PLACE:** Justice Center  
Monroe County Board Assembly Room  
(South Side/Oak Street Entrance)  
1<sup>st</sup> Floor – Room #1200  
112 South Court Street  
Sparta, WI 54656  
**DATE:** Wednesday, October 17, 2018

202 SOUTH K STREET, RM 1  
SPARTA, WISCONSIN 54656  
PHONE 608-269-8705  
FAX 608-269-8747  
[www.co.monroe.wi.us](http://www.co.monroe.wi.us)

### SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Minutes approval September 19, 2018 and October 8, 2018
3. Public Comment
4. Request for Credit Card Approval(s) – Discussion/Action
  - a. Solid Waste
  - b. Veteran Services
5. Request for Line Item Transfer(s) – Discussion/Action
  - a. Parks
  - b. Emergency Management
6. Notice of Re-Purpose of Funds – Discussion/Action
  - a. Sheriff's Dept.
  - b. Capital Outlay – Justice Department to Land Conservation
7. Finance Notice of Budgetary Adjustment – Discussion/Action
8. Fiscal Note on Resolution Authorizing Contract Settlement for the 2019-2021 Collective Bargaining Agreement Between Monroe County and the Monroe County Professional Police Association – Discussion/Action
9. Excess Work Comp Renewal - David Krueger, Willis Towers Watson – Discussion/Action
10. Out of County Prisoner Costs
11. Restricted Fund - Discussion
12. 2019 Budget Updates
13. 2020 Budget - Discussion
14. Treasurer
  - a. Monthly Treasurer's Report
  - b. Treasurer Department Monthly Report Review
15. Finance
  - a. Monthly Financial Report
  - b. Finance Department Monthly Report Review
  - c. Munis CAFR Training – Discussion/Action
  - d. Revolving Loan Fund (CDBG Close) – Discussion/Action
  - e. Policy/Ordinance Vehicle Sale Proceeds – Discussion/Action
  - f. Staff Vacancy - Discussion

**FINANCE MEETING  
October 17, 2018 Agenda**

16. Monthly Approvals – Discussion/Action
  - a. Notice of Donations/User Fees Received Budget Adjustment
  - b. County Disbursement Journal Approval
  - c. County Board Monthly Per Diem and Voucher Approval
  - d. Justice Center Vouchers
17. Items for next month's agenda
18. Next Meeting Date/Time – Discussion/Action
19. Adjournment

Cedric Schnitzler, Committee Chair  
Date notices mailed: October 10, 2018

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.

Finance Committee  
September 19, 2018

Present: Cedric Schnitzler, Pete Peterson, Wallace Habhegger; Douglas Path joined the meeting at 9:05 a.m.; Mark Halverson absent

Others: Jim Bialecki, Tina Osterberg, Annette Erickson, Alison Elliott, Ron Hamilton, Randy Williams, Bob Micheel, Stan Hendrickson, Ryan Hallman, Jarrod Roll

The meeting was called to order in the Monroe County Board Assembly Room at 9:00 a.m. by Chair Cedric Schnitzler

- Next meeting date – October 17, 2018 in the Monroe County Board Assembly Room at 9:00 a.m. Budget meetings are set for October 8, 22 and 23<sup>rd</sup>. The regular meeting in November will be held on the 19<sup>th</sup>. December's regular meeting will be on the 18<sup>th</sup>.
- Minutes Approval – Motion by Wallace Habhegger second by Pete Peterson to approve the 08/15/18 minutes. Carried 3-0.
- Public Comment – None

Douglas Path joined the meeting at 9:05 a.m.

- Dispatch Notice of Re-Purpose of Funds – Randy Williams explained the 2018 budget adjustment in the amount of \$15,000.00 for 911 Project. Discussion. Motion by Wallace Habhegger second by Pete Peterson to approve re-purpose of funds. Carried 4-0.
- Dog Control Request for Line Item Transfer – Alison Elliott explained the 2018 line item transfer in the amount of \$1,000.00 for mileage. Motion by Pete Peterson second by Douglas Path to approve line item transfer. Discussion. Carried 4-0.
- Request for Credit Card Approval
  - a. Zoning – Alison Elliot explained credit card request for her position, Sanitation, Zoning & Dog Control Administrator in the amount of \$3,000.00. Discussion. Motion by Douglas Path second by Wallace Habhegger to approve credit card. Carried 4-0.
  - b. Human Services – Ron Hamilton explained credit card request for the Economic Support Supervisor in the amount of \$1,000.00. Motion by Pete Peterson second by Wallace Habhegger to approve credit card. Discussion. Carried 4-0.
- Budget Adjustment
  - a. Land Conservation – Bob Micheel explained the 2018 budget adjustment in the amount of \$18,750.00 for spillway repairs. Discussion. Motion by Wallace Habhegger second by Pete Peterson to approve budget adjustment. Carried 4-0.
  - b. Local History Room – Jarrod Roll explained the 2018 budget adjustment in the amount of \$5,000.00 for Wegner Grotto preservation projects. Motion by Douglas Path second by Wallace Habhegger to approve budget adjustment. Carried 4-0.
  - c. Sheriff's Office – Tina Osterberg explained the 2018 budget adjustment in the amount of \$4,000.00 for grant award. Motion by Pete Peterson second by Wallace Habhegger to approve budget adjustment. Discussion. Carried 4-0.
- Fiscal Note on Resolutions
  - a. Resolution Approving the Monroe County Forest Annual Work Plan 2019 – The resolution will allow Monroe County to apply for the County Forest Administrator Grant. Motion by Pete Peterson second by Wallace Habhegger to approve fiscal note. Discussion. Carried 4-0.
  - b. Resolution Authorizing Monroe County Farm Education Account Funds for Cranberry Museum Mural. Wallace Habhegger explained the request for a museum mural to come from the farm proceeds account. Discussion. Motion by Wallace Habhegger second by Cedric Schnitzler to approve fiscal note. Discussion. Carried 4-0.

- Resolution for Allocation of Additional State Prisoner Boarding Revenues – Tina Osterberg explained estimated allocation for state inmate housing revenues. Stan Hendrickson, Jail Administrator further explained. Discussion. Motion by Douglas Path second by Pete Peterson to approve resolution and forward to the full board for approval. Carried 4-0.
- Treasurer
  - a. Annette Erickson provided the Monthly Treasurers Report.
  - b. Treasurer Department Monthly Report Review
  - c. Adding Bremer Bank/Onalaska to Eligible Banks for Investments – Annette Erickson provided bank rates to members. Overall rates appear to be higher than local banks. Motion by Pete Peterson second by Douglas Path to add Bremer Bank to the counties eligible banks for investments. Discussion. Carried 4-0. A resolution will be drafted and brought to the committee in October for final approval.
- Finance
  - a. Tina Osterberg provided the Monthly Financial Report.
  - b. Finance Department Monthly Report.
  - c. 2019 Budget Review.
  - d. Indirect Cost Report – Tina explained that the indirect cost report has been completed.
  - e. Updated OPEB (Other Post Employee Benefits) Report – Tina explained that the county has received the updated OPEB Report. This study will be used for audit.
  - f. MUNIS CAFR Training – Tina explained CAFR implementation training for reports. The cost is \$3,825.00 for a three day remote implementation. Discussion. Motion by Pete Peterson second by Wallace Habegger to approve MUNIS CAFR training expenditure. Carried 4-0.
  - g. Revolving Loan Fund (CDBG Close) – Tina explained that the CDBG fund is closing. We currently have four loans. We have two years in which to close these funds from October 1, 2018. A special finance meeting will be held on December 12 to discuss the fund.
- Non-Lapsing Account Parameters – None.
- Liability/Property Insurance RFP – Shelley Bohl provided both liability & property insurance bids to members. Discussion. Motion by Douglas Path second by Wallace Habegger to accept the liability proposal from WI County Mutual; and accept the property insurance proposal from EMC, Employers Mutual Casualty Co. Carried 4-0.
- Monthly Approvals –
  - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Douglas Path second by Pete Peterson to approve Monthly Notice of Donations/User Fees Received. Carried 4-0.
  - b. Monthly County Disbursement Journal – Motion by Pete Peterson second by Wallace Habegger to approve Monthly County Disbursement Journal. Carried 4-0.
  - c. Monthly Per Diems and Vouchers - Motion by Pete Peterson second by Douglas Path to approve Monthly County Per Diems and Vouchers. Carried 4-0.
  - d. Justice Center Vouchers – None.
- Items for next month's agenda – Restricted Fund Discussion, Out of County Prisoner Costs.
- Adjournment - Motion by Pete Peterson second by Wallace Habegger to adjourn at 11:40 a.m. Carried 4-0.

Shelley Bohl, Monroe County Clerk  
Recorder

Finance Committee  
October 8, 2018

Present: Cedric Schnitzler, Pete Peterson, Wallace Habegger; Douglas Path, Mark Halverson  
Others: Jim Bialecki, Tina Osterberg, Annette Erickson, Pamela Pipkin, Scott Perkins, Ron Radar, Ryan Hallman, Stan Hendrickson, Andrew Kaftan, Bob Janovick

The meeting was called to order in the Monroe County Board Assembly Room at 9:00 a.m. by Chair Cedric Schnitzler

- Treasurer
  - a. Monthly Treasurers Report – Will be reviewed on October 17, 2018.
  - b. Treasurer Department Monthly – Will be reviewed on October 17, 2018.
  - c. Resolution Updating Public Depositories and Investments for Monroe County – The resolution updates the financial institution list utilized by Monroe County. Motion by Wallace Habegger second by Mark Halverson to approve resolution and forward to the full board for approval. Discussion. Carried 5-0.
  - d. Monroe County Tax Delinquent Parcels #185-00041-0000, 219 Grant St, Warrens and #185-00041-5000, 217 Grant St, Warrens – Annette Erickson explained that the property is owned by Monroe County. Discussion. Andrew Kaftan, Corporation Counsel is currently working on the Writ of Assistance.
- 2019 Budget Presentation – Jim Bialecki, Monroe County Administrator presented the 2019 budget to members. The proposed 2018 levy is \$18,615,687 with a mill rate of 5.723. Supervisors have approximately one month to review the budget. October budget meetings will be held on October 22<sup>nd</sup> and 23<sup>rd</sup>. Several items were discussed.
- 2019 Budget Publication – Motion by Wallace Habegger second by Mark Halverson to approve the 2019 budget publication. Carried 5-0.
- Adjournment – Chair Cedric Schnitzler adjourned the meeting at 10:09 a.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk  
Recorder

## Request for Credit Card Approval

Department: Solid Waste Department  
 Committee: Solid Waste Committee

Name of Card Holder	Title of Position	Credit Card Limit
DAVID HESER	ASSISTANT SOLID WASTE	1000 —

one thousand

**Justification for Credit Card(s):**

Purchase of food items during Solid Waste Committee meetings. Purchases of items, signage, travel expenses for training credits

Department Head Approval: *Gail Frie*  
 Date Approved by Committee of Jurisdiction: 09-25-18 PCS

Following this acceptance please forward to the County Clerk's Office.

Date Approved By Finance Committee: \_\_\_\_\_


## Request for Credit Card Approval

Department: Veteran Services  
 Committee: Administrative

Name of Card Holder	Title of Postion	Credit Card Limit
James Huntington	Assistant Veteran Service Officer	\$ 1,000.00

**Justification for Credit Card(s):**

Conferences / TRAVEL / MAIL

Department Head Approval:   
 Date Approved by Committee of Jurisdiction: 10/09/18

*Following this acceptance please forward to the County Clerk's Office.*

Date Approved By Finance Committee: \_\_\_\_\_

## REQUEST FOR LINE ITEM TRANSFER

**Date:** 10/3/2018  
**Department:** Parks  
**Amount:** \$ 2,500.00  
**Budget Year Amended:** 2018

**From Account**

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
15200000	521340		Contracted Services	\$ 13,410.00	\$ 2,500.00	\$ 1,395.00	\$ 10,910.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
<b>Total Transfer</b>					<b>\$ 2,500.00</b>		

**To Account**

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
15200000	522010		Electricity	\$ 18,000.00	\$ 2,500.00		\$ 20,500.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
<b>Total Transfer</b>					<b>\$ 2,500.00</b>		

**Explanation for Transfer:**

Attendance at McMullen Park increases annually as does the electrical consumption. The line item transfer will not significantly impact the budget.

**Department Head Approval** \_\_\_\_\_

**Governing Committee Approval** \_\_\_\_\_

-----  
**If <= \$500:**  
 Send to County Administrator's Office

**COUNTY ADMINISTRATOR Approval:** \_\_\_\_\_ \_\_\_\_\_ **Date**

**If > \$500:**  
 Send to County Clerk's Office

**FINANCE COMMITTEE Approval given on :** \_\_\_\_\_ \_\_\_\_\_ **Date**



# REQUEST FOR LINE ITEM TRANSFER

**Date:** 10/4/2018  
**Department:** Emergency Management  
**Amount:** \$ 504.99  
**Budget Year Amended:** 2018

**From Account**

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12901000	521155		Physicals	\$ 1,520.00	\$ 504.99	\$ 920.00	\$ 1,015.01
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
<b>Total Transfer</b>					<b>\$ 504.99</b>		

**To Account**

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12900000	534350		EOC Supplies	\$ -	\$ 504.99	\$ -	\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
<b>Total Transfer</b>					<b>\$ 504.99</b>		

**Explanation for Transfer:**  
 EOC Supplies line item created for when Emergency Command Center was open for supplies and equipment needed from Monroe County Flooding  
 Approval by Jim Bialecki

Department Head Approval

  
 \_\_\_\_\_  
  
 \_\_\_\_\_

Governing Committee Approval

10-8-18

**If <= \$500:**

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval:

\_\_\_\_\_ **Date**

**If > \$500:**

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

\_\_\_\_\_ **Date**

# Notice of Re-Purpose of Funds

MONROE COUNTY

## *Unanticipated Change of What Funds Were Budgeted For*

Date: 09/26/2018  
 Department: Sheriff  
 Amount: \$10,000.00  
 Budget Year Amended: 2018

Explanation/Reason funds are being re-allocated and affect on Program:  
 (If needed attached separate brief explanation.)

Present Patrol and Bailiff Overtime Budget are exceeded. This is 1st step to adjust funds to help fix overage

Money to be put in Bailiff OT Account \$6000.00 12113000 511200

Money to be put in Patrol OT Account \$4000.00 12111000 511200

**Original Budgeted Line's Purpose:**

Org	Object	Project	Account Name	Original Purpose	New Purpose	Amount to Re-Purpose
12112000	511200		Detective Overtime	Overtime	Bailiff Overtime	\$ 6,000.00
12112000	511200		Detective Overtime	Overtime	Patrol Overtime	\$ 4,000.00
Total Adjustment						\$ 10,000.00

Department Head Approval: \_\_\_\_\_

Date Approved by Committee of Jurisdiction: \_\_\_\_\_

*Scott Parker* 10-8-18  
*Michelle Johnson*

*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: \_\_\_\_\_

Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

# Notice of Re-Purpose of Funds

MONROE COUNTY

## Unanticipated Change of What Funds Were Budgeted For

Date: 10/2/2018  
Department: Capital Outlay  
Amount: \$ 10,000.00  
Budget Year Amended: 2018

Explanation/Reason funds are being re-purposed and affect on Program:  
(If needed attached separate brief explanation.)

This Re-Purpose is to move excess Justice Department vehicle replacement funds of \$10,000 to the Land Conservation vehicle replacement funds. This will allow for a decrease of \$10,000 to the 2019 budget for the Nonlapsing Land Conservation vehicle replacement funds. The Justice Department discontinued the community service program and does not need the full \$30,000 that currently resides in the Justice vehicle replacement nonlapsing account. This was approved by Eric Weihe during 2019 budget discussions

### Original Budgeted Line's Purpose:

Org	Object	Project	Account Name	Original Purpose	New Purpose	Amount to Re-Purpose
17100169	581100	JS815	Nonlapsing Justice Dept Vehicle	Replace Justice Dept. Comm. Serv. Van	Land Conservation Vehicle Replacement	\$ 10,000.00
17100169	581100	LC815				
Total Adjustment						\$ 10,000.00

Department Head Approval: Eric Weihe 10-02-18  
Date Approved by Committee of Jurisdiction: 10-8-18 Wallace

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: \_\_\_\_\_  
Date Approved by County Board: \_\_\_\_\_

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

# Notice of Re-Purpose of Funds

MONROE COUNTY

## Unanticipated Change of What Funds Were Budgeted For

Date: 10/2/2018  
 Department: Capital Outlay  
 Amount: \$ 10,000.00  
 Budget Year Amended: 2018

Explanation/Reason funds are being re-posed and affect on Program:  
 (If needed attached separate brief explanation.)

This Re-Purpose is to move excess Justice Department vehicle replacement funds of \$10,000 to the Land Conservation vehicle replacement funds. This will allow for a decrease of \$10,000 to the 2019 budget for the Nonlapsing Land Conservation vehicle replacement funds. The Justice Department discontinued the community service program and does not need the full \$30,000 that currently resides in the Justice vehicle replacement nonlapsing account. This was approved by Eric Weihe during 2019 budget discussions

**Original Budgeted Line's Purpose:**

Org	Object	Project	Account Name	Original Purpose	New Purpose	Amount to Re-Purpose
17100169	581100	JS815	Nonlapsing Justice Dept Vehicle	Replace Justice Dept. Comm. Serv. Var	Land Conservation Vehicle Replacement	\$ 10,000.00
17100169	581100	LC815				
Total Adjustment						\$ 10,000.00

Department Head Approval: Bob Michael 10/8/18  
 Date Approved by Committee of Jurisdiction: 10/9/18  
*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: \_\_\_\_\_  
 Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

# MONROE COUNTY

## Notice of Budgetary Adjustment

### Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: October 9, 2018  
 Department: Finance  
 Amount: \$158,355.00  
 Budget Year Amended: 2018

Source of Increase / Decrease and affect on Program:  
 (If needed attached separate brief explanation.)

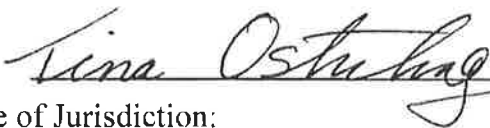
This budget adjustment is to move funds remaining from the Human Services MyEvolv project and some Finance ERP Cloud Based Munis implemtation funds to the Information Systems budget for the Axon squad in-car mounted video system for 22 squad cars in the 2019 budget.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ -	

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
17100151	581000		Capital Eq.- Data Process	\$ 149,075.31	\$ (118,355.00)	\$ 30,720.31
71475000	521415	19790	Info System-Human Serv.	\$ 209,122.14	\$ (40,000.00)	\$ 169,122.14
71475000	581000		Info System-Capital Eq./Soft	\$ -	\$ 158,355.00	\$ 158,355.00
						\$ -
						\$ -
Total Adjustment					\$ -	

Department Head Approval:   
 Date Approved by Committee of Jurisdiction: \_\_\_\_\_

*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: \_\_\_\_\_  
 Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

**RESOLUTION AUTHORIZING CONTRACT SETTLEMENT FOR 2019-2021 COLLECTIVE BARGAINING AGREEMENT BETWEEN MONROE COUNTY AND THE MONROE COUNTY PROFESSIONAL POLICE ASSOCIATION**

1 **WHEREAS**, the Bargaining Committee of the Monroe County Board of Supervisors met with  
2 representatives of the Monroe County Professional Police Association during the past month to  
3 negotiate a 2019-2021 collective bargaining agreement; and  
4

5 **WHEREAS**, the parties were able to resolve their differences and reached a voluntary settlement  
6 for 2019-2021 on September 19, 2018; and  
7

8 **WHEREAS**, the parties agreed to a three percent across-the-board wage increase effective  
9 January 1, 2019, with an additional three percent across-the-board wage increase effective January 1,  
10 2020, and with an additional three percent across-the-board wage increase effective January 1, 2021.  
11 The parties also agreed to language regarding meal reimbursement process and rates. In addition, the  
12 parties agreed to a maximum of ten days of compensatory time being used each year. Beyond these  
13 agreements the parties agreed to the attached provisions regarding other minor language changes.  
14

15 **NOW, THEREFORE BE IT RESOLVED** by the Monroe County Board of Supervisors that the  
16 Bargaining Committee is authorized and empowered to enter into the attached three-year agreement with  
17 the Monroe County Professional Police Association for 2019-2021 on behalf of the County of Monroe,  
18 state of Wisconsin.  
19

20 Dated this 24<sup>th</sup> day of October, 2018.

21 Offered by the Administration & Personnel Committee

22 Purpose: Ratify a successor three-year agreement with the Monroe County Professional Police  
23 Association.  
24

25 Fiscal note: \$51,585 in additional wages and wage-related benefits are included in the 2019 budget, and  
26 similar 2020 and 2021 costs will be included in the 2020 and 2021 budgets.  
27  
28

Finance Vote (If required):  
\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent

Committee of Jurisdiction Forwarded on: October 9, 2018  
5 Yes 0 No 0 Absent

Approved as to form on \_\_\_\_\_  
\_\_\_\_\_  
Andrew C. Kaftan, Corporation Counsel

Committee Chair: Pete Peterson  
Monte Hobbes Mary Van Ruden  
Sharon Tolson

ADOPTED  FAILED  AMENDED  
 OTHER \_\_\_\_\_  
County Board Vote on: \_\_\_\_\_ 20\_\_\_\_  
\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent

STATE OF WISCONSIN  
COUNTY OF MONROE  
I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is  
a true and correct copy of Resolution # \_\_\_\_\_ acted on by the Monroe  
County Board of Supervisors at the meeting held on \_\_\_\_\_  
\_\_\_\_\_  
SHELLEY R. BOHL, MONROE COUNTY CLERK  
A raised seal certifies an official document.



Monroe County  
*Personnel Department*

124 North Court Street  
Sparta, WI 54656-4509  
(608) 269-8719

September 20, 2018

MEMO

TO: Mike Backus, Wisconsin Professional Police Association  
FROM: Ed Smudde, Monroe County Personnel Director  
RE: Summary of tentative agreements

Below is a list of the tentative agreements that were reached during the first bargaining session on Wednesday, September 19, 2018 between the WPPA and Monroe County:

1. Wages – agreed on a 3% increase to the base wage on 1/1/19, 3% on 1/1/20, and 3% on 1/1/21.
2. Under Article 9 replace paragraph three with:

If required attendance at sessions requires an employee to be away from Monroe County between the hours of 12:00 o'clock noon and 1:00 o'clock P.M. or between 6:00 o'clock and 7:00 o'clock P.M., employee shall be reimbursed for the cost of the meal pursuant to County policy, but not less than \$8, \$10, \$15 for breakfast, lunch and dinner respectively. If meal is provided as part of the training that portion of the per diem would not be included in the reimbursement.

3. Duration – Three (3) year agreement.

The above includes all tentative agreements to the collective bargaining agreement thus far. Please review and contact me if you see any changes that are needed.

 9/20/18  
Ed Smudde (date)

\_\_\_\_\_  
Mike Backus (date)



Monroe County  
*Personnel Department*

124 North Court Street

Sparta, WI 54656-4509

(608) 269-8719

September 19, 2018

MEMO

TO: Mike Backus, Wisconsin Professional Police Association  
FROM: Ed Smudde, Monroe County Personnel Director  
RE: Summary of tentative agreements

Below is a list of the tentative agreements that were reached during the first bargaining session on Wednesday, September 12, 2018 between the WPPA and Monroe County:


1. Under Article 6 Section 4, add the following language
  - a. The limit for comp time used per calendar year to be no more than 80 hours for an 8 hour shift and 85 hours for an 8.5 hour shift (10 days) comp time per calendar year provided that there is a volunteer to fill the shift, no officer has to be ordered to fill the comp time shift, and comp time does not prevent an officer from going to training events. Comp time off will not be approved on training days.
  - b. Bailiffs may take unlimited comp time off provided there is no backfill required.
2. Under Article 6 Section 6 strike the language "or compensatory" and add:  
Section 7. All compensatory time must be used in increments of thirty (30) minutes or more.
3. Under Article 7, add Section 3 to include:  
Those employees classified as Investigators and Bailiffs with a Monday-Friday schedule will be scheduled off on any holidays declared in Section 1. Prior supervisor approval will be required for any work scheduled to be performed on holidays. Upon supervisor approval, compensation shall be paid as indicated in Article 7, Section 2.




4. Under Article 8 Section 1 remove paragraphs 2, 3 and the footnote and replace with this language:

Effective January 1, 2019 and payable after, there shall be a 50% payout of up to the first forty hours of accumulation annually. Also, employees who use no sick leave for an entire calendar year and also comply with any other approved time off policies, shall have one additional floating holiday provided for use in the succeeding calendar year.

The above includes all tentative agreements to the collective bargaining agreement thus far. Please review and contact me if you see any changes that are needed.

  
Ed Smudde      9/19/18  
(date)

  
Mike Backus      9/19/18  
(date)



Monroe County  
*Personnel Department*

124 North Court Street  
Sparta, WI 54656-4509  
(608) 269-8719

September 12, 2018

MEMO

TO: Mike Backus, Wisconsin Professional Police Association  
FROM: Ed Smudde, Monroe County Personnel Director  
RE: Summary of tentative agreements

Below is a list of the tentative agreements that were reached during the first bargaining session on Wednesday, August 29, 2018 between the WPPA and Monroe County:

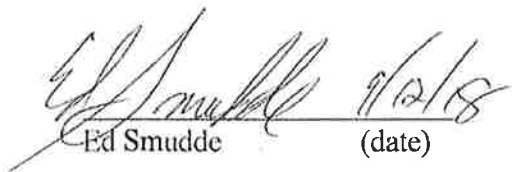
1. Under Article 4, Section 1, remove "jailer" from the employees listed below the wage amounts.
2. Under Article 4 Section 2, remove the language "the County will pay an additional forty-five cents (\$.45) per hour to employees with 10 or more years of seniority on January 1, 2003;"
3. Under Article 4, add Section 5 to include:  
Additional compensation for assignment to Field Training Officer (FTO) duties:
  - a. Bargaining unit employees who are assigned by management to function as Field Training Officers (FTO) shall be compensated an additional fifty cents (\$.50) per hour for those hours assigned to FTO duties.
  - b. This provision is specific to the initial FTO training plan and any extension approved by management, and does not extend to other training programs.
  - c. The additional compensation becomes effective when the signed agreement is effective (1/1/19).
  - d. The parties agree that this action is non-precedential and may not be used as a status quo condition in any arbitration proceeding.
4. Bailiffs may take unlimited comp time off provided there is no backfill required. Comp time will be taken when assigned court is not in session.
5. All travel or overnight stay shall adhere to the same guidelines as the Financial Policy and Procedure Manual.
6. Under Article 13, Section 1 amend the language to add the line "employees will be able to access the accrued vacation balance after six (6) months of employment."
7. Under Article 16, Section 3 paragraph 2, remove "ninety (90)" and replace it with "initial sixty (60)"
8. Under Article 20, Section 2, remove the following language "Effective January 1, 2015, employees hired prior to July 1, 2011, shall contribute six percent (6%) toward the employee portion of the Wisconsin Retirement Fund contribution."

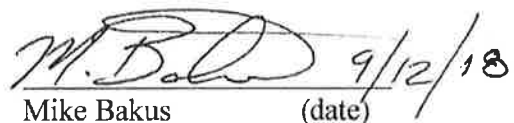
9. Under Article 22, Section 1, remove "January 15" and replace it with "second payroll in January"
10. Under Article 27, replace the first sentence with the following:  
Employees who have eyeglasses, watches or other personal property broken or destroyed, provided said employee is acting within the proper scope of his/her duties when on active duty, shall have the damaged item restored to its pre-damaged condition prior to the incident.
11. Amend Article 1. Recognition and Dues Agreement; As Follows
  - a. Present Employees,
  - b. New Employees,
  - c. Other Employees,
  - d. Section 4 Forfeiture

Replace with:

Dues Deduction: The Employer agrees to deduct monthly dues in the amount certified by the WPPA/LEER from the pay of employees who individually sign a dues deduction authorization form supplied by the WPPA/LEER. In addition, the Local Association may authorize local dues which shall be deducted in conjunction with the WPPA/LEER dues. The Employer shall deduct the combined dues amount each month for each employee requesting such deduction, upon receipt of such form and shall remit the total of such deductions, with a list of employees from whom such sums have been deducted, to the WPPA/LEER or Local Association if applicable, in one lump sum not later than the 15<sup>th</sup> of each month. Authorization of dues deduction by a voluntary member may be revoked upon notice in writing to the Employer, WPPA or to the Local Association. No employee shall be required to join the Association, but membership in the Association shall be made available to all employees in the bargaining unit who apply consistently with the either the WPPA or local Association Constitution and By-Laws. No employee shall be denied membership because of race, creed, color or sex.

The above includes all tentative agreements to the collective bargaining agreement thus far. Please review and contact me if you see any changes that are needed.

  
Ed Smudde (date)

  
Mike Bakus (date)