



Sawyer County Wisconsin



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Courthouse 03/13/2014

DRAFT - minutes of the meeting of the Courthouse Committee

Sawyer County Board of Supervisors

March 13, 2014, 6:30 p.m., Assembly Room, Sawyer County Courthouse

members present: Dale Schleeter (Chair), Ron Kinsley, Bill Voight

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also present: Clerk of Court Claudia Burgan, Child Support Department Director Sandy Okamoto, County Surveyor/Land Records Department Director Dan Pleoger, Human Resource Manager Michelle Jepson, County Clerk Kris Mayberry

Motion by Voight, 2nd by Kinsley, to approve the meeting agenda as presented. Motion carried.

Motion by Kinsley, 2nd by Voight, to approve the February 13, 2014 meeting minutes. Motion carried.

Human Resource Manager Michelle Jepson reported that Clerk of Court Claudia Burgan appointed Patsy Aubart to the Chief Deputy Clerk of Court position, effective January 13, 2014. Ms. Jepson advised the Committee that Ms. Aubart's current wage as Deputy Clerk of Court is \$17.97 per hour and that Ms. Burgan's wage as Chief Deputy Clerk of Court was \$19.99 per hour. Motion by Voight, 2nd by Kinsley, to recommend Personnel and Administrative Committee and County Board approval for Ms. Aubart to receive the wage that Ms. Burgan received as Chief Deputy Clerk of Circuit Court, effective January 13, 2014. Motion carried.

Clerk of Court Claudia Burgan requested approval to fill a Deputy Clerk of Court position that became vacant due to the recent resignation of Deputy Clerk of Court Kelly Clark. Recruitment to fill the position would be from the candidates who interviewed for the last vacant Deputy Clerk of Court position. Compensation for the position would be at entry level wages. Motion by Kinsley, 2nd by Voight, to recommend Personnel and Administrative Committee and County Board approval to fill the position. Motion carried.

Child Support Department Director Sandy Okamoto provided a department report, including a request for approval for attendance at a child support case workers/specialist roundtable discussion scheduled for June 10th in Merrill, and for attendance at a child support department directors dialogue scheduled for April 10-11th in Stevens Point.

County Surveyor/Land Records Department Director Dan Pleoger reviewed a proposal for options to contract for geographic information system services with funds included in the 2014 Land Records Department budget. Motion by Voight, 2nd by Kinsley, to refer the matter to the Personnel and Administrative Committee for further consideration. Motion carried.

County Surveyor/Land Records Department Director Dan Pleoger requested approval for travel to attend a county surveyor training being held in Barron April 4th.

The Committee reviewed the monthly department expense vouchers and requests for employee travel. Motion by Voight, 2nd by Kinsley, to approve the department reports, request for employee travel, and the monthly department expense vouchers. Motion carried.

Motion by Kinsley, 2nd by Voight, to adjourn the meeting. Motion carried.

minutes prepared by County Clerk Kris Mayberry