

Buffalo County Resolution



Drafted By:
Sonya J. Hansen
Presented Month/Year:
October 2019
Involved Committees:
Human Resources
Finance

County Department:
Administration
Fiscal Impact: YES / NO
AC Approved: YES / NO

RESOLUTION # 19-10-05

A RESOLUTION TO AMEND SALARY CLASSIFICATION AND COMPENSATION SYSTEM FOR NON-REPRESENTED EMPLOYEES


WHEREAS, the County Board of Supervisors established and implemented a revision to the job classification and pay grade scales for non-represented employees by adopting Resolution 19-01-02; and,

WHEREAS, the Buffalo County Employee handbook requires the County Board of Supervisors to approve by resolution under Policy 105 of any base wage salary schedule adjustments; and,

WHEREAS, the Human Resource Committee has reviewed the salary classification and compensation system and recommends modifying the salary classification and compensation pay grades for implementation on January 1, 2020, a copy of which is attached as Exhibit A and to be incorporated herein and to become a part of this resolution; and,

NOW, THEREFORE BE IT RESOLVED, that the Buffalo County Board of Supervisors hereby approves the Buffalo County Job Classification Pay Grade for implementation on January 1, 2020 as identified in Exhibit A.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on the 28th day of October, 2019.

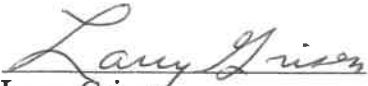

County Clerk

ATTEST:

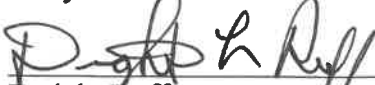

County Board Chairperson

Respectfully Submitted:

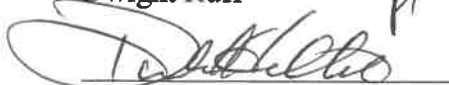
Human Resources Committee



Larry Grisen



Dwight Ruff



Donald A. Hillert



Nathan Nelson

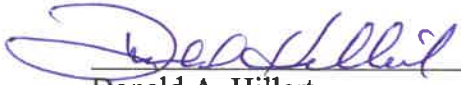


Michael L. Taylor

Finance Committee



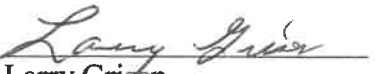
Mary Anne McMillan Urell



Donald A. Hillert



David Danzinger



Larry Grisen



Nettie Rosenow

ANTICIPATED FINANCIAL IMPACT STATEMENT

2020	Total Wages	\$ 6,225,430.62
	Total Social Security	\$ 451,667.04
	Total Employer Retirement	\$ 480,307.59
	Total	\$ 7,157,405.25
	Increase from 2019	\$ 470,644.94

EXHIBIT A
VERSION: 9/30/2019

OFFICIALS & ADMINISTRATORS

DIRECTORS/MANAGERS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
HHSD DIRECTOR	36.89	37.73	38.57	39.41	40.25	41.09	41.93	42.77
HIGHWAY COMMISSIONER	32.94	33.64	34.34	35.04	35.74	36.44	37.14	37.84
ADRC RESOURCE DIRECTOR	30.22	30.71	31.20	31.69	32.18	32.67	33.16	33.65
ZONING ADMINISTRATOR	26.04	26.62	27.20	27.78	28.36	28.94	29.52	30.10
LAND CONSERVATIONIST	24.91	25.47	26.03	26.59	27.15	27.71	28.27	28.83
EMERGENCY MANAGEMENT/RECYCLING DIRECTOR	24.16	24.70	25.24	25.78	26.32	26.86	27.40	27.94
COMMUNITY JUSTICE SERVICES COORDINATOR	24.16	24.70	25.24	25.78	26.32	26.86	27.40	27.94
GIS LAND RECORDS COORD. LAND INFO OFFICER	24.16	24.70	25.24	25.78	26.32	26.86	27.40	27.94
VETERANS SERVICE OFFICER	22.20	22.70	23.20	23.70	24.20	24.70	25.20	25.70
SUPERVISORS/ASSISTANT MANAGERS								
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
HHSD SOCIAL SERVICES MANAGER	29.71	30.37	31.03	31.69	32.35	33.01	33.67	34.33
PUBLIC HEALTH SUPERVISOR/HEALTH OFFICER	31.02	31.71	32.40	33.09	33.78	34.47	35.16	35.85
HWY PATROL SUPERINTENDANT	26.25	26.84	27.43	28.02	28.61	29.20	29.79	30.38
HHSD AGING DIRECTOR	26.03	26.61	27.19	27.77	28.35	28.93	29.51	30.09
PUBLIC HEALTH NUTRITIONIST/WIC DIRECTOR	24.17	24.71	25.25	25.79	26.33	26.87	27.41	27.95
CS COORDINATOR/DHHS ASSISTANT TO DIRECTOR	22.98	23.49	24.00	24.51	25.02	25.53	26.04	26.55
REGISTER IN PROBATE	20.38	20.83	21.28	21.73	22.18	22.63	23.08	23.53
BUILDING & GROUNDS MANAGER	17.10	17.48	17.86	18.24	18.62	19.00	19.38	19.76

PROFESSIONALS

PROFESSIONALS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
SOCIAL WORKER I; PUBLIC HEALTH NURSE I; ADRC I & A SPECIALIST I; ADRC BENEFIT DISABILITY RESOURCE SPECIALIST	21.63	22.11	22.59	23.07	23.55	24.03	24.51	24.99
SOCIAL WORKER II; PUBLIC HEALTH NURSE II, ADRC I & A SPECIALIST II; HEALTH EDUCATOR I	23.19	23.71	24.23	24.75	25.27	25.79	26.31	26.83
SOCIAL WORKER III; PUBLIC HEALTH NURSE III; ENVIRONMENTAL HEALTH SPECIALIST; ADRC I & A SPECIALIST III; HEALTH EDUCATOR II	24.89	25.45	26.01	26.57	27.13	27.69	28.25	28.81
PUBLIC HEALTH NUTRITIONIST/WIC PT	23.56	24.09	24.62	25.15	25.68	26.21	26.74	27.27

TECHNICIANS

TECHNICIANS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ZONING TECHNICIAN; CONSERVATION TECHNICIAN/PLANNER; GIS/LAND INFORMATION TECHNICIAN	21.11	21.58	22.05	22.52	22.99	23.46	23.93	24.40

PROTECTIVE SERVICE WORKERS

LAW ENFORCEMENT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
CHIEF DEPUTY SHERIFF	29.60	30.26	30.92	31.58	32.24	32.90	33.56	34.22
JAIL ADMINISTRATOR	24.98	25.54	26.10	26.66	27.22	27.78	28.34	28.90
JAIL SERGEANT	23.17	23.69	24.21	24.73	25.25	25.77	26.29	26.81
PART TIME DEPUTIES			16.50	16.85	17.20	17.55	17.90	18.25
LAW ENFORCEMENT SUPPORT -								
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
COMMUNICATION/CORRECTION OFFICERS	21.20	21.67	22.14	22.61	23.08	23.55	24.02	24.49
PART TIME-COMMUNICATION/CORRECTION OFFICERS	0.29							
BAILIFF	13.93	14.24	14.55	14.86	15.17	15.48	15.79	16.10

PARAPROFESSIONALS

CLERICAL SUPPORT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
PART TIME CLERICAL	14.47	14.79	15.11	15.43	15.75	16.07	16.39	16.71
PUBLIC HEALTH/SOCIAL SERVICES SUPPORT STAFF SPECIALIST; ADMINISTRATIVE CONFIDENTIAL	15.31	15.65	15.99	16.33	16.67	17.01	17.35	17.69
ADVANCED CLERICAL SUPPORT								
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
CHIEF DEPUTY CLERK OF COURT II; CHIEF DEPUTY COUNTY CLERK I; CHIEF DEPUTY REGISTER OF DEEDS; DEPUTY REGISTER IN PROBATE; LEGAL ASST (DA); SUPPORT STAFF SPECIALIST-CHILD SUPPORT	16.79	17.16	17.53	17.90	18.27	18.64	19.01	19.38
ADVANCED TECHNICAL SUPPORT								
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
DEPUTY COUNTY TREASURER-REAL PROPERTY LISTER	17.34	17.73	18.12	18.51	18.90	19.29	19.68	20.07

**EXHIBIT A
VERSION: 9/30/2019**

CASE MANAGEMENT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
CASE WORKER - HHSD BENEFIT SPECIALIST	17.58	17.97	18.36	18.75	19.14	19.53	19.92	20.31
CASE MANAGER I (less than Associates degree); CJS Case Manager I; FAMILY & COMMUNITY SPECIALIST	18.52	18.93	19.34	19.75	20.16	20.57	20.98	21.39
CASE MANAGER II (Associates degree or higher); CJS Case Manager II; Victim Witness Coordinator	19.45	19.88	20.31	20.74	21.17	21.60	22.03	22.46
ADMINISTRATIVE SUPPORT								
ACCOUNTING SUPPORT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
VETERANS SERVICE BENEFIT SPECIALIST; HHSD CHILD SUPPORT FINANCIAL SPECIALIST; HHSD ECONOMIC SUPPORT SPECIALIST; HHSD ACCOUNT CLERK/ECONOMIC SUPPORT SPECIALIST; HHSD ECONOMIC SUPPORT SPECIALIST LEAD; HHSD ACCOUNT CLERK; HWY OFFICE ASSISTANT;	17.24	17.63	18.02	18.41	18.80	19.19	19.58	19.97
ADMINISTRATION - FINANCIAL	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
ADMINISTRATION ADMINISTRATIVE ASSISTANT; LAW ENFORCEMENT ADMINISTRATIVE ASSISTANT; ZONING ADMINISTRATIVE ASSISTANT; UW ADMIN ASST (RECLASSIFIED)	17.58	17.97	18.36	18.75	19.14	19.53	19.92	20.31
ADMINISTRATION PERSONNEL ADVISOR; HHSD ACCOUNT CLERK SUPERVISOR; HWY OFFICE MANAGER; ADMINISTRATION FINANCIAL ADVISOR	21.94	22.36	22.78	23.20	23.62	24.04	24.46	24.88
SKILLED CRAFT TECHNICIANS								
* Temporary Highway Team Leader receives .50/hour increase	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Class V - General Foreman - shop, construction, general	22.04	22.46	22.88	23.30	23.72	24.14	24.56	24.98
Class IV - Signman	21.53	21.95	22.37	22.79	23.21	23.63	24.05	24.47
Class III - State Patrolman, Operator of high level equipment (ie: paver, grader, dozer, excavator, steel roller, etc.) Experienced Mechanic	20.92	21.34	21.76	22.18	22.60	23.02	23.44	23.86
Class II - Patrolman w/5 years experience, and low level equipment operation experience (ie: loader, skid steer, broom, rubber tired roller, etc.)	20.41	20.83	21.25	21.67	22.09	22.51	22.93	23.35
Class II - Entry level Mechanic	20.41	20.83	21.25	21.67	22.09	22.51	22.93	23.35
Class I - Entry level Patrolman	19.90	20.32	20.74	21.16	21.58	22.00	22.42	22.84
MATERIALS RECOVERY FACILITY SUPERVISOR/TRUCK DRIVER; E-911 COORDINATOR PT	20.24	20.69	21.14	21.59	22.04	22.49	22.94	23.39
SERVICE - MAINTENANCE								
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
BUILDING & GROUNDS JANITOR	14.97	15.30	15.63	15.96	16.29	16.62	16.95	17.28
SENIOR DINING CENTER MANAGER	10.53	10.76	10.99	11.22	11.45	11.68	11.91	12.14
HHSD VAN DRIVER	10.86	11.10	11.34	11.58	11.82	12.06	12.30	12.54
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5			
HWY-SEASONAL - WITHOUT CDL	13.25	13.50	13.75	14.00	14.25			
HWY-SEASONAL/PART TIME RECYCLING TRUCK DRIVER - WITH CDL	15.25	15.50	15.75	16.00	16.25	16.50		
	START	AFTER TRAINING						
PART TIME	10.00	10.50						