

Buffalo County Minutes

Committee/Board: Human Resources Committee

Date of Meeting: Monday, May 24, 2021

Mr. Grisen called the meeting to order at 6:45 p.m.

Committee Members Present: Mr. Larry Grisen, Mr. Don Hillert, Mr. Nathan Nelson, Ms. Mary Anne McMillan Urell, and Mr. Michael Taylor.

Others Present for All or Parts of the Meeting: Ms. Sonya Hansen, Ms. Roxann Halverson, and Ms. Brenda Creighton (via TEAMS).

Public Comments Regarding Posted Agenda Items: None.

Review/Discussion/Action regarding the Starting Wage Scale to Offer GIS

Technician Candidate: Ms. Hansen discussed the leading candidate, their current rate of pay, and their qualifications. Per policy she is authorized to offer up to step 3 and this individual is requesting a higher pay rate. The job description change was discussed, as well as eventually moving back to a GIS Officer from a GIS Technician. Ms. McMillan Urell made a motion to approve offering step 8 to the individual, seconded by Mr. Taylor. Carried.

Review/Discussion/Action regarding the Starting Wage Scale to Offer Highway

Foreman: Ms. Hansen explained the procedure the Highway Department uses for filling a vacancy. The Foreman position was posted internally with the interested individuals working for a short period in the position. The individual chosen for the position is currently a Class III Operator at a step 5 (\$22.74). The individual would be placed in the Foreman classification in a step closest to what they are currently in, \$23.03. The individual is requesting to be placed in a higher step bracket. A discussion was held regarding looking outside of current employees to fill the position. Mr. Hillert made a motion to send this back to the Highway Committee for further review, seconded by Mr. Taylor. Carried.

Public Comments: None.

Adjournment: Mr. Taylor made a motion to adjourn at 6:58 p.m., seconded by Ms. McMillan Urell. Carried.

Respectfully Submitted,

Roxann M. Halverson
Buffalo County Clerk