



# Board of County Commissioners Agenda Request

2M  
Agenda Item #

Requested Meeting Date: 11/22/16

Title of Item: Personnel Committee Recommendations

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Bobbie Danielson		<b>Department:</b> Human Resources Dept.
<b>Presenter (Name and Title):</b> Bobbie Danielson, HR Director		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> See attached		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b>		
Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
What is the total cost, with tax and shipping? \$ See attachments.		
Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Legally binding agreements must have County Attorney approval prior to submission.

# AITKIN COUNTY HUMAN RESOURCES

**Bobbie Danielson, HR Director**  
bobbie.danielson@co.aitkin.mn.us  
**Nicole Visnovec, HR Specialist**  
nicole.visnovec@co.aitkin.mn.us

Phone 218-927-7306  
Fax 218-927-7374  
www.co.aitkin.mn.us

To: Aitkin County Commissioners  
Patrick Wussow, Interim County Administrator

From: Bobbie Danielson, HR Director



Date: November 15, 2016

Subject: Personnel Committee Recommendations

## Recommendations

### 1. Commissioner Wages for 2017

1/1/2017 3% general adjustment. See attached resolution.

### 2. Elected Official (Department Head) Wages for 2017

1/1/2017 3% general adjustment.

1/1/2017 \$575 one-time lump sum payment (taxable income) to all elected department heads who have 15 or more consecutive years of service with Aitkin County as of 12/31/2016.

See attached resolution.

### 3. HHS Positions

Authorize hiring a FT Case Aide (and backfill, if filled with internal hire). This position will cover the workload of an employee who is on medical leave and will begin training for an upcoming Case Aide vacancy due to a pending Spring retirement. Cost will be covered in the approved HHS budget.

Informational only (these are budgeted positions) - the vacant Social Services Supervisor (Adult Unit) position will be filled as is. Other options were explored. The recruitment for an additional full-time Social Worker (budgeted in 2016) will also begin.

## Action Requested

1. Motion to adopt the 2017 Commissioner Salaries resolution.
2. Motion to adopt the 2017 Elected Officials Salaries resolution.
3. Motion to authorize filling a full-time Case Aide position (and backfill, if filled with internal hire).

By Commissioner: xx

20161122-xxx

**2017 Commissioner Salaries**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners set the 2017 County Commissioner's salary at \$31,160.59. Commissioners are not eligible to receive per diems from Aitkin County. Per diems may be accepted from other organizations in accordance with the law and the Aitkin County Code of Ethics.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

**STATE OF MINNESOTA}  
COUNTY OF AITKIN}**

I, Patrick Wussow, Interim County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 22<sup>nd</sup> day of November 2016, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 22<sup>th</sup> day of November 2016**

\_\_\_\_\_  
Patrick Wussow  
Interim County Administrator

By Commissioner: xx

20161122-xxx

**2017 ELECTED OFFICIALS SALARIES**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners set the 2017 salaries of Aitkin County Elected Officials at:

County Auditor, Kirk Peysar	\$ 86,093.23 plus \$575.00 one-time lump sum payment
County Treasurer, Lori Grams	\$ 73,952.71 plus \$575.00 one-time lump sum payment
County Recorder, Michael Moriarty	\$ 66,418.52
County Sheriff, Scott Turner	\$ 98,775.97 plus \$575.00 one-time lump sum payment
County Attorney, Jim Ratz	\$116,126.48 plus \$575.00 one-time lump sum payment

These salaries are based upon responsibilities of the office, duties, skills, qualifications, experience, and performance.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

**STATE OF MINNESOTA}  
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I, Patrick Wussow, Interim County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 22<sup>nd</sup> day of November 2016, and that the same is a true and correct copy of the whole thereof.

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\_\_\_\_\_  
Patrick Wussow  
Interim County Administrator