



AGENDA
OZAUKEE COUNTY BOARD
REGULAR MEETING
WEDNESDAY, MARCH 2, 2022 – 9:00 AM
ADMINISTRATION CENTER - ROOM A-204
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

THE FOLLOWING BUSINESS WILL BE BEFORE THE COUNTY BOARD FOR INITIATION, DISCUSSION, CONSIDERATION, DELIBERATION AND POSSIBLE FORMAL ACTION:

The public can access the meeting by viewing the live stream at the link which will be opened five minutes before the call to order:

[County Board Live Stream](#)

*The public can submit comments here: [Public Comment Form](#)
[Public Comment Policy](#) & [Instructions For Submitting Public Comments Online](#)*

1. CALL TO ORDER

Roll Call

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. APPROVAL OF MINUTES

- a. February 2 & 16, 2022

4. PUBLIC COMMENT

Legislative Update

Chairperson's Proclamation

5. COMMUNICATIONS

6. CLAIMS

7. REPORT OF COUNTY ADMINISTRATOR

- a. County Administrator's Report
- b. Youth Government Day
- c. Compensation and Classification Study
- d. 2021 Year End Fiscal
- e. American Recovery Act Funds
- f. County Board Rules

8. RESOLUTIONS

RES.21-62: Increase of Revenue 2022 - Land & Water Management

RES.21-63: Carryover of 2021 Funds

RES.21-64: Amending Chapter 3.01 (17) of the Ozaukee County Policy and Procedure Manual - Sheriff's Office Personnel Changes

RES.21-65: Compensation Study - Public and Private Sector Market Comparables Recommendation

RES.21-66: Establishing the 2023-2026 Salaries for the Offices of the Sheriff, Clerk of Courts and Coroner

RES.21-67: Amending the Ozaukee County Policy & Procedure Manual Section 2.05(2) - Term Limits for County Board Chairperson, Vice-Chairperson, and 2nd Vice-Chairperson

9. COMMITTEE APPOINTMENTS/REAPPOINTMENTS

10. COMMITTEE REPORTS AND SUPERVISOR ANNOUNCEMENTS

11. ADJOURNMENT

Persons with disabilities requiring accommodations for attendance at this meeting should contact the County Clerk's Office at 262-284-8110, twenty-four (24) hours in advance of the meeting.

Ozaukee County Board**AGENDA INFORMATION SHEET**

AGENDA DATE:	March 2, 2022
DEPARTMENT:	County Clerk
DIRECTOR:	Julie Winkelhorst
PREPARER:	Julie Winkelhorst

Agenda Summary February 2 & 16, 2022

February 2, 2022

[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_02022022-3027>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_02022022-3027)

February 16, 2022

[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_02162022-3034>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_02162022-3034)



County Administrator's Report

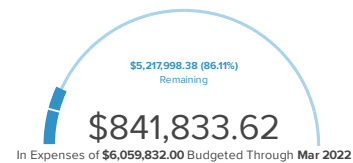
March 2, 2022

FINANCE

- Approved public sector and private sector comparables for salary study
- Sales Tax collection \$1.5M over budget

Finance Committee

Data Updated 4 days ago | Prorated Budget

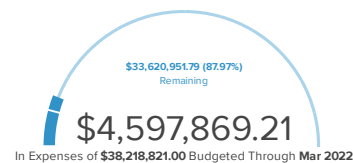


HUMAN SERVICES

- Committee discussed current deficit at Lasata Care Center. Year end estimates to be in the \$500,000 range.
- Committee concurred with Health Officer to end COVID contract tracing activities

Human Services

Data Updated 4 days ago | Prorated Budget

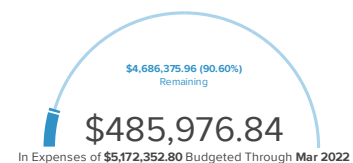


NATURAL RESOURCES

- Register of Deeds digitizing project 65% complete.
- Golf courses with second consecutive historic year in 2022

Natural Resources

Data Updated 4 days ago | Prorated Budget

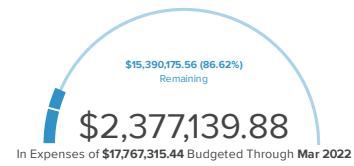


PUBLIC SAFETY

- District Attorney felony prosecutions over 400 in 2021

Public Safety

Data Updated 4 days ago | Prorated Budget

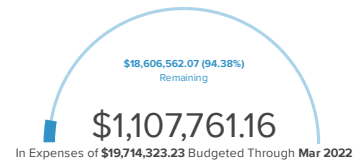


PUBLIC WORKS

- Express Bus cost per ride \$178 per passenger
- Committee approved locating radio communications tower at Highway Pinnacle Site

Public Works

Data Updated 4 days ago | Prorated Budget



RESOLUTION NO. 21-62

INCREASE OF REVENUE 2022 - LAND & WATER MANAGEMENT

RESOLVED, by the Ozaukee County Board of Supervisors, that budgets be increased in the accounts as follows:

Department / Program

	<u>Account Number</u>	<u>Account Name</u>	<u>AMOUNT</u>	<u>AMOUNT</u>
<i>Land & Water Management</i>				
Expense	117-2-01-58180-000	Landowner Reimbursement	\$7,148	
Revenue	117-2-01-42375-000	St. Aid Conservation Aid - WDATCP - Landowner		\$7,148

Dated at Port Washington, Wisconsin, this 2nd day of March 2022.

SUMMARY: Unspent 2021 Soil & Water Resource Management Program Grant cost-share funds - \$7,148.

VOTE REQUIRED: Two-Thirds of Members Elect

FINANCE COMMITTEE

02/24/22

Finance Committee APPROVED

RESULT:	APPROVED [UNANIMOUS]
MOVER:	T. Richart, Vice-Chairperson
SECONDER:	J. Strom, Supervisor District 21
AYES:	P. Melotik, T. Richart, D. Larson, J. Strom
EXCUSED:	T. Winker

Natural Resources Committee

AGENDA INFORMATION SHEET

AGENDA DATE: February 3, 2022
DEPARTMENT: Land and Water Management
DIRECTOR: Andy Holschbach
PREPARER: Andy Holschbach

Agenda Summary Increase of Revenue Budget Amendment for Unspent 2021 Funds*

BACKGROUND INFORMATION: This increase in revenue budget amendment includes \$7,148 of unspent 2021 Soil & Water Resource Management Program Grant cost-share funds allocated to landowners for conservation practices to be installed in 2022 to improve water quality.

ANALYSIS: Unspent DATCP funds were included in the 2021 Budget.

FISCAL IMPACT: \$7,148

Balance Current Year:

Next Year's Estimated Cost:

FUNDING SOURCE:

County Levy: \$0

Non-County Levy: \$7,148

Indicate source: WI Department of Agriculture, Trade & Consumer Protection

RECOMMENDED MOTION: To approve Increase of Revenue Budget Amendment of \$7,148

NATURAL RESOURCES COMMITTEE

RESULT: **APPROVED AND FORWARDED [UNANIMOUS]**Next: 2/24/2022 8:30 AM

MOVER: B. Ross, Supervisor District 19

SECONDER: R. Holyoke, Vice-Chairperson

AYES: Jobs, Holyoke, Minkel-Dumit, Ross, Hilgendorf

RESOLUTION NO. 21-63

CARRYOVER OF 2021 FUNDS

RESOLVED, by the Ozaukee County Board of Supervisors, the following carry-over of funds from 2021 to 2022 be approved:

DEPARTMENT NAME / Account Number	Account Name	Amount	Dept Total
GENERAL FUND			
<i>Planning & Parks</i>			
115-1-05-55103-000	Highway - Grounds Maintenance	\$5,000	
115-1-06-55103-000	Highway - Grounds Maintenance	5,000	
115-1-07-54501-000	Purchase Services - Construction	13,000	
115-1-09-55103-000	Highway - Grounds Maintenance	14,000	
115-1-12-62105-000	Building	29,000	
115-1-15-63315-000	Land Improvements/Land	200,000	
115-2-01-54106-000	Professional Services - SWERPC	20,000	
115-1-01-51101-000	Regular Salaries and Wages	21,000	
115-1-01-51103-000	Temporary Salaries	3,000	
			\$310,000
<i>Land & Water Management</i>			
117-2-01-58180-005	Landowner Reimbursement - Phosphorus - MDV	\$13,152	
117-2-01-54107-000	Consulting Services	10,000	
			\$23,152
Total Year End Carryovers:			\$333,152

Dated at Port Washington, Wisconsin, the 2nd day of March 2022.

SUMMARY: Carryover of Funds from 2021 to 2022 - \$333,152.

VOTE REQUIRED: Two-Thirds of Members Elect

FINANCE COMMITTEE

02/24/22

Finance Committee APPROVED

RESULT:	APPROVED [UNANIMOUS]
MOVER:	D. Larson, Supervisor District 8
SECONDER:	J. Strom, Supervisor District 21
AYES:	P. Melotik, T. Richart, D. Larson, J. Strom
EXCUSED:	T. Winker

Carry over 2021 - 2022

Dept/Account	Description	Request	2021 Balance	Reason
General Fund				
Planning & Parks				
Hawthorne Hills Park				
115-1-05-55103-000	Highway - Grounds Maintenance	\$ 5,000	\$ 5,837	NFWF Invasives Grant and Capital Project - Tree Removals and Road/Site Prep for Bldg
HH Peters Youth Camp				
115-1-06-55103-000	Highway - Grounds Maintenance	\$ 5,000	\$ 5,000	WDOA CDBG ADA Grant - Parking Lot / Bldg Approach Improvements
Interurban Recreation Trail				
115-1-07-54501-000	Purchased Services - Constuction	\$ 13,000	\$ 14,600	Existing E&D Contract and OIT Grant construction Project - Port Washington
Mee-Kwon Park				
115-1-09-55103-000	Highway - Grounds Maintenance	\$ 14,000	\$ 14,677	Highway Dept Road Reconstruction and Stormwater Wetlands WDNR UNPSP Grant
Tendick Nature Park				
115-1-12-62105-000	Building	\$ 29,000	\$ 30,000	Contract - E&D and Infrature for Maintenance Building Replacement
Cedar Vineyard Park - Setting up same budget for 2018				
115-1-15-63315-000	Land Improvements	\$ 200,000	\$ 200,000	USFWS JV Grant - Property acquisition and improvements - Clay Bluff's Vineyard
Planning Administration				
115-2-01-54106-000	Professional Services - SEWRPC	\$ 20,000	\$ 40,000	SEWRPC Planning Assistance per MOU / Agreement - POSP & Comprehensive Plan
Parks Administration				
115-1-01-51101-000	Regular Salaries and Wages	\$ 21,000	\$ 31,198	Salaries/Wages for committed match on existing grants (Invasive, Trees, FP, Eco)
115-1-01-51103-000	Temporary Salaries	\$ 3,000	\$ 5,033	Salaries/Wages for committed match on existing grants (Invasive, Trees, FP, Eco)
				Amount reduced/eliminated from last year's carryover request and not in 2022 budget
Total Department Carry over:		\$ 310,000	\$ 329,916	Department's 2021 remaining balance
Land and Water Management				
117-2-01-58180-005	Landowner Reimbursement - Phosphorus - MDV	\$ 13,152	\$ 11,079	WI Multi-Discharger Variance for Phosphorus Program Funds
117-2-01-54107-000	Consulting Services	\$ 10,000	\$ 10,000	Stormwater modeling for compliance with DNR Stormwater Permit
Total Department Carry over:		\$ 23,152	\$ 126,835	Department's 2021 remaining balance
Total General Fund Carry overs:		\$ 333,152		

Attachment: Support Doc Year End Carry to Amend 2022 Budget (RES.21-63 : Carryovers)

RESOLUTION NO. 21-64

AMENDING CHAPTER 3.01 (17) OF THE OZAUKEE COUNTY POLICY AND
PROCEDURE MANUAL - SHERIFF'S OFFICE PERSONNEL CHANGES

RESOLVED, by the Ozaukee County Board of Supervisors, that Section 3.01(17) of the Ozaukee County Policy and Procedure Manual be amended to read:

3.01	POSITIONS AND PAY GRADES				
	POSITION	GRADE	UNION	HOURS	#
	<u>SHERIFF</u>				
17					
	Office Assistant III	5	OPEIU	27.5	1
	Office Assistant Media	5	OPEIU	20	1
	Office Assistant III	5	OPEIU	37.5	3 <u>4</u>

FURTHER RESOLVED, that these changes shall take effect March 2, 2022; and

FURTHER RESOLVED, that Chapter 3.01(17) of the Policy & Procedure Manual be amended to reflect the personnel changes and department totals to be adjusted accordingly.

Dated at Port Washington, Wisconsin this 2nd day of March 2022.

SUMMARY: Section 3.01 (17) of the Ozaukee County Policy and Procedure Manual pertaining to Sheriff's Office positions is amended.

VOTE REQUIRED: Majority

PUBLIC SAFETY COMMITTEE

FINANCE COMMITTEE

02/15/22

Public Safety Committee

APPROVE AND FORWARD

RESULT:	APPROVE AND FORWARD [UNANIMOUS]	Next: 2/24/2022 8:30 AM
MOVER:	D. Becker, Vice-Chairperson	
SECONDER:	E. Stelter, Supervisor District 18	
AYES:	R. Nelson, D. Becker, E. Stelter	
EXCUSED:	J. Braverman, S. Whitworth	

02/24/22

Finance Committee APPROVED

RESULT:	APPROVED [UNANIMOUS]
MOVER:	D. Larson, Supervisor District 8
SECONDER:	T. Richart, Vice-Chairperson
AYES:	P. Melotik, T. Richart, D. Larson, J. Strom
EXCUSED:	T. Winker

Public Safety Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	March 2, 2022
DEPARTMENT:	Human Resources
DIRECTOR:	Chris McDonell
PREPARER:	Chris McDonell

Agenda Summary Amending Chapter 3.01 (17) of the Ozaukee County Policy and Procedure Manual - Sheriff's Office Personnel Changes

BACKGROUND: The Sheriff's Office is having difficulty filling their part-time clerical positions, and are having little to no applicants. They are currently short 2 part-time clerical positions. We are seeing more applicants for the full-time position. The Sheriff's Office is requesting to consolidate 2 part-time positions into 1 full-time clerical position.

FINANCIAL IMPACT: This change may result in approximately a \$9,500 increase due to changes in wages and benefits.

RECOMMENDED MOTION: Staff recommends approving the resolution to amend chapter 3.01 of the P&P.

RESOLUTION NO. 21-65

COMPENSATION STUDY - PUBLIC AND PRIVATE SECTOR MARKET COMPARABLES
RECOMMENDATION

WHEREAS, the Ozaukee County Board of Supervisors authorized Ozaukee County to enter into an agreement with Carlson Dettmann Consulting to conduct a compensation and classification study in 2022; and

WHEREAS, the scope of work requires that Carlson Dettmann collect and analyze relevant public and private sector labor market information for the County to determine competitiveness of base salaries; and

WHEREAS, the County Administrator and Human Resources Director have worked with Carlson Dettmann Consulting to develop the following list of counties and cities to be used as comparable employers; Counties: Washington, Milwaukee, Sheboygan, Waukesha, Manitowoc, Racine, Fond du Lac, Dodge, Kenosha, Calumet, Walworth, Jefferson, Outagamie, Rock, Columbia, Sauk, Door, Portage, Wood, Marathon, La Crosse, Eau Claire, Chippewa, Saint Croix; and Cities: West Bend, Sheboygan, Brookfield, Waukesha, Muskego, New Berlin, Oconomowoc, Manitowoc, Racine, Fond du Lac, Watertown, Mequon, Cedarburg, Port Washington.

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors that the identified counties and cities be approved as public sector comparables, including private sector wage survey data, as applicable, for the purpose of determining Ozaukee County's competitiveness of base salaries for the compensation and classification study.

Dated at Port Washington, Wisconsin, this 2nd day of March 2022.

SUMMARY: Public Sector Comparables for determining Ozaukee County's competitiveness of base salaries for the Compensation Classification Study.

VOTE REQUIRED: Majority

FINANCE COMMITTEE

02/24/22

Finance Committee APPROVED

RESULT:	APPROVED [UNANIMOUS]
MOVER:	T. Richart, Vice-Chairperson
SECONDER:	J. Strom, Supervisor District 21
AYES:	P. Melotik, T. Richart, D. Larson, J. Strom
EXCUSED:	T. Winker

Finance Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	March 2, 2022
DEPARTMENT:	Human Resources
DIRECTOR:	Chris McDonell
PREPARER:	Chris McDonell

Agenda Summary Compensation Study - Public and Private Sector Market Comparables Recommendation

BACKGROUND INFORMATION: On January 5, 2022, the Ozaukee County Board of Supervisors authorized Ozaukee County to enter into an agreement with Carlson Dettmann Consulting to conduct a compensation and classification study in 2022. The compensation study will serve as a cornerstone to the county's recruitment and retention effort by benchmarking county positions against the competitors for the same talent.

The County Administrator and Human Resources Director has worked with Carlson Dettmann Consulting to compile this recommended list of counties as cities to be used as our public sector comparables. Carlson Dettmann Consulting typically request comparable data from approximately 20 comparable organizations for each unique project. The reasons for the large sample size are varied, but include the following:

- It guarantees that no single organization will influence the final results. This is equally true for high and low-paying organizations. Our final result is a representation of the true marketplace.
- Not every entity in the selected comparable pool has a similar position within their organization. A larger grouping provides a greater possibility that we'll have sufficient matches.
- In line with best practices for a compensation study, our goal is to achieve market matches (i.e. benchmark jobs) for between 40% and 70% of the jobs covered by the study, and over 50% of the employees covered by the benchmark jobs. A comprehensive pool of comparable employers increases the likelihood of meeting this target.
- Finally, a larger pool allows for a deeper analysis if different comparables are selected for different levels of positions. For example, many of our clients select a more local list of comparables for non-exempt positions, a more local/regional blend for professional and technical positions, and a regional/statewide (or national) grouping for managerial and department head positions.

This list of comparable communities was chosen based on an exploration of information related to, but not limited, to the following: proximity, population, income per capita, property valuation per capita, housing values, municipal levy, hiring practices, commuting patterns, etc.

FISCAL IMPACT: None - collection of comparable data is include in the scope of work for the compensation study.

RECOMMENDED MOTION: Approve the recommended counties and cities as comparable public sector organizations for the compensation study.

ATTACHMENTS:

- Salary Study Proposed Comparable List (PDF)
- Ozaukee County - Proposed Comparables Map (PDF)

Ozaukee 92,035 n/a \$136,914 \$85,492

Recommended Comparables (Prior Union Comps in Green)

Note: Some of the data below is slightly outdated, and is only intended to provide context.

Municipality	2021 Est. Pop.	Proximity in Miles	Equalized Value Per Capita	Per Capita Income
Washington	140,052	21	\$112,836	\$59,979
Milwaukee	947,241	28	\$66,603	\$49,098
Sheboygan	118,495	30	\$81,729	\$54,703
Waukesha	410,666	43	\$142,108	\$73,873
Manitowoc	81,792	54	\$68,717	\$48,502
Racine	197,249	56	\$81,373	\$50,845
Fond du Lac	104,944	56	\$74,492	\$49,949
Dodge	90,033	57	\$74,687	\$46,099
Kenosha	171,621	63	\$88,191	\$48,596
Calumet	54,420	65	\$76,035	\$52,859
Walworth	104,759	67	\$147,455	\$51,196
Jefferson	85,187	77	\$86,436	\$47,152
Outagamie	189,938	96	\$84,642	\$52,640
Rock	161,899	100	\$72,532	\$46,236
Columbia	57,552	113	\$100,268	\$53,423
Sauk	64,048	139	\$111,505	\$51,115
Door	29,090	151	\$254,927	\$64,249
Portage	71,628	161	\$84,112	\$47,278
Wood	75,959	177	\$70,108	\$48,046
Marathon	138,934	192	\$77,397	\$52,141
La Crosse	120,331	218	\$83,091	\$51,813
Eau Claire	105,349	249	\$83,980	\$49,851
Chippewa	65,832	259	\$86,484	\$47,507
Saint Croix	93,150	308	\$111,259	\$57,328

Possible Cities: For Select Jobs

West Bend

Sheboygan

Brookfield Waukesha Muskego New Berlin Oconomowoc

Manitowoc

Racine

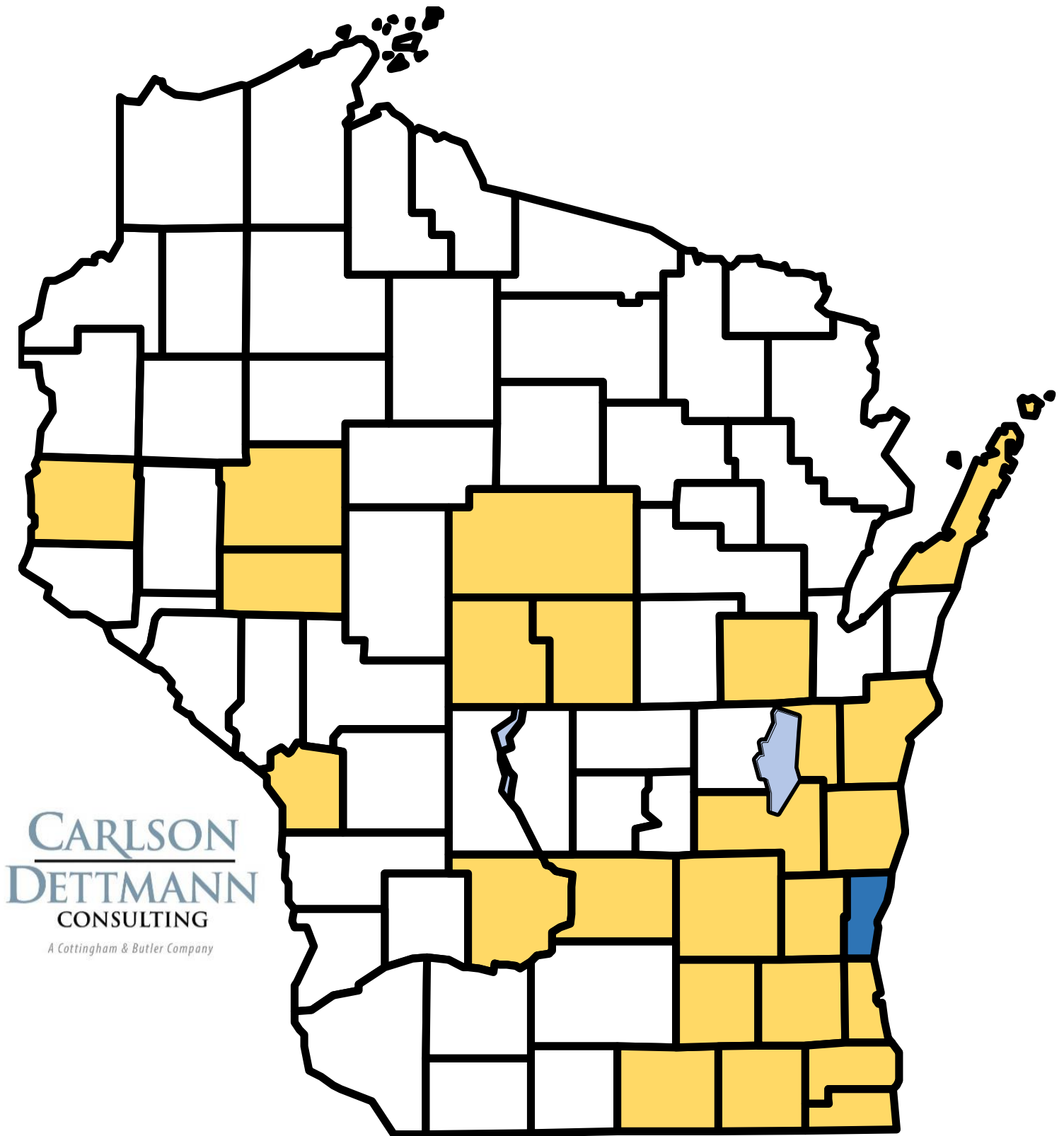
Fond du Lac

Watertown

Ozaukee Cities →→→

Mequon Cedarburg Port Washington

Ozaukee County: Proposed Comparables



Attachment: Ozaukee County - Proposed Comparables Map (RES.21-65 : COMPENSATION STUDY - PUBLIC SECTOR MARKET

RESOLUTION NO. 21-66

ESTABLISHING THE 2023-2026 SALARIES FOR THE OFFICES OF THE SHERIFF,
CLERK OF COURTS AND CORONER

WHEREAS, the Finance Committee has reviewed the salaries of the elected officials and recommends the following salaries for 2023, 2024, 2025 and 2026 for the Offices of the Sheriff, Clerk of Courts and Coroner:

	Current	2023	2024	2025	2026
Sheriff	\$121,907.06	\$125,259.50	\$128,390.99	\$131,600.77	\$134,890.79
Clerk of Courts	\$85,063.29	\$87,402.53	\$89,587.59	\$91,827.28	\$94,122.97
Coroner	\$42,825.05	\$44,002.74	\$45,102.81	\$46,230.38	\$47,386.14

FURTHER RESOLVED, that the salaries as established shall be in lieu of all fees, including per diem and other forms of compensation for services rendered, and with the exception of reimbursement to all officials for expenses actually and necessarily incurred in the performance of official duties, including expenses incurred for traveling within and outside of Ozaukee County; and

FURTHER RESOLVED that the officials shall contribute to the Wisconsin Retirement System as determined by Section 40.05 or any other applicable provision of the Wisconsin Statutes; and

FURTHER RESOLVED, that the County shall offer each official the Group Health Insurance Plan, available to all employees, per Section 4.03(13) of the County Policy and Procedural Manual, as modified from time to time; and

FURTHER RESOLVED, that each official shall collect the fees pertaining to his or her office, keep a complete record of all fees received in the form prescribed by the board, remit the fees to the County Treasurer by the end of each month and file a duly verified record of the total annual receipts collected with the County Clerk within 20 days of the close of the calendar year.

Dated at Port Washington, Wisconsin, this 2nd day of March 2022.

SUMMARY: Establishing the 2023-2026 Salaries for the Offices of the Sheriff, Clerk of Courts and Coroner.

VOTE REQUIRED: Majority

FINANCE COMMITTEE

02/24/22

Finance Committee APPROVED

Mr. McDonell explained how, historically, the recommend wage increase is the average increase for non-represented management positions for the preceding four years.

Question on the effect the wage study may have on the management positions in those offices. Supervisor Richart distributed and reviewed his historical analysis for the elected official salaries since 2016. Mr. Richart noted that consideration should be given for the increase the Board approved for the non-representative in 2020 and the Elected Officials in 2021 for the insurance cost increase.

Motion made by Supervisor Richart to establish the salaries with an increase of 3% for 2023 and leave the staff recommendation for the three remaining years at 2.5%. Motion failed for lack of a second.

Mr. Dzwinel explained that the primary concern is to be sure there is no wage compression issue between the elected official and their chief management position.

Motion to approve establishing the salaries for the office of Sheriff, Clerk of Courts and Coroner at a 2.75% increase for 2023 and the staff recommendation of 2.5% increase in the years 2024, 2025 and 2026. This resolution will move forward to the County Board for final action.

RESULT:	APPROVED [3 TO 1]
MOVER:	T. Richart, Vice-Chairperson
SECONDER:	D. Larson, Supervisor District 8
AYES:	P. Melotik, T. Richart, D. Larson
NAYS:	J. Strom
EXCUSED:	T. Winker

Finance Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	March 2, 2022
DEPARTMENT:	Human Resources
DIRECTOR:	Chris McDonell
PREPARER:	Chris McDonell

Agenda Summary Establishing the 2023-2026 Salaries for the Offices of the Sheriff, Clerk of Courts and Coroner

BACKGROUND INFORMATION: The County Board is required by State Statute to establish the salaries for 2023, 2024, 2025 and 2026 for the Offices of the Sheriff, Clerk of Courts and Coroner.

ANALYSIS: The recommended wage increase is the average wage increase for non-represented management positions for the preceding four years (2019-2022), of 2.5%

Non-Represented Employees 2019-2022 - 7.00% Increase 2015-2018

Non Reps	2019	2020	2021	2022	AVERAGE
	2.00%	3.00%	2.25%	3.00%	2.5%

The recommendation is internally equitable with our non-represented management positions. It also ensures that the full-time elected officials stay within the upper ranges of the pay scale.

Internal Comparison of management positions in the Sheriff's and Clerk of Court's departments

	2022
Sheriff	\$121,907.06
Undersheriff	\$116,848.35
Captain	\$116,848.35
Lieutenant	\$108,256.90
	2022
Clerk of Court	\$85,063.29
Chief Deputy Clerk of Court	\$80,953.60

COC Controller

\$73,611.20

Internal Comparison to Non-Represented Pay Scale

	<u>Step 01</u>	<u>Step 02</u>	<u>Step 03</u>	<u>Step 04</u>	<u>Step 05</u>	<u>Step 06</u>	<u>Step 07</u>	<u>Step 08</u>	<u>Step 09</u>	<u>Step 10</u>	<u>Step 11</u>
Grade 112	\$36.26	\$37.53	\$38.83	\$40.12	\$41.36	\$42.67	\$43.92	\$45.24	\$46.50	\$47.81	\$49.06
Grade 113	\$39.19	\$40.56	\$41.94	\$43.33	\$44.71	\$46.08	\$47.47	\$48.88	\$50.24	\$51.62	\$52.95
Grade 114	\$42.27	\$43.81	\$45.31	\$46.77	\$48.28	\$49.77	\$51.26	\$52.75	\$54.26	\$55.76	\$57.25
Grade 115	\$45.70	\$47.35	\$48.96	\$50.55	\$52.17	\$53.79	\$55.41	\$57.01	\$58.63	\$60.22	\$61.83
Grade 116	\$49.39	\$51.12	\$52.86	\$54.60	\$56.35	\$58.09	\$59.84	\$61.57	\$63.31	\$65.04	\$66.79
Grade 117	\$53.32	\$55.22	\$57.07	\$58.97	\$60.86	\$62.72	\$64.61	\$66.49	\$68.40	\$70.28	\$72.14

The Sheriff's wage in 2022 is equivalent to \$58.61, and is close to pay grade 115, step 9. Other positions in pay grade 115 include: Health Officer and Finance Director. The Clerk of Courts wage is equivalent to \$40.90, and is close to pay grade 113, step 2, or pay grade 112, step 4. Other positions in pay grade 113 include: Human Resources Director, Undersheriff, Corporation Counsel, Planning & Parks Director, Land & Water Management Director, Lasata Director of Nursing, Children & Family Manager, Behavioral Health Manager, and others.

The salaries are also externally equitable to similar counties.

External Comparison to Other Wisconsin Counties

County	Clerk of Courts 2022	Coroner 2022	Sheriff 2022	Population
Ozaukee	\$85,063.29	\$42,825.05	\$121,907.06	89,545
Dodge	\$77,291.16	Medical Examiner	\$100,979.19	87,851
Eau Claire	\$83,555.00	Contract Dunn Co.	\$111,606.00	105,228
Jefferson	\$81,120.00	Medical Examiner	\$99,320.00	84,209
Rock	\$81,975.52	Contract Dane Co.	\$126,802.60	164,314
Sheboygan	\$80,351.00	Medical Examiner	\$109,656.00	115,554
Walworth	\$89,831.00	Medical Examiner	\$122,195.00	104,504
Washington	\$86,678.00	Medical Examiner	\$115,619.00	137,212
Waukesha	\$88,417.00	Medical Examiner	\$116,947.00	407,550
Average	\$83,809.11	N/A	\$113,892.43	149,219

In the State of Wisconsin, each county individually chooses between one of two death investigation systems: A Coroner system or a Medical Examiner system. A Coroner system is supervised by a Coroner who is elected; whereas, Medical Examiners are appointed.

The 2018 - 2022 Ozaukee County Salaries are included for reference

	2018	2019	2020	2021	2022
Sheriff	\$105,681.46	\$114,875.75	\$117,173.26	\$119,516.73	\$121,907.06
Clerk of Courts	\$78,585.33	\$80,157.04	\$81,760.18	\$83,395.38	\$85,063.29
Coroner	\$21,967.12	\$40,355.00	\$41,162.10	\$41,985.34	\$42,825.05

RECOMMENDED MOTION: Staff respectfully requests that the 2023-2026 Salaries of County Officials be approved.

RESOLUTION NO. 21-67

AMENDING THE OZAUKEE COUNTY POLICY & PROCEDURE MANUAL SECTION
2.05(2) - TERM LIMITS FOR COUNTY BOARD CHAIRPERSON, VICE-CHAIRPERSON,
AND 2ND VICE-CHAIRPERSON

RESOLVED, by the Ozaukee County Board of Supervisors that Section 2.05(2) of the Policy and Procedure Manual be amended to read;

(2) Meetings

(a) Organizational Meetings:

1. The County Board shall convene on the 3rd Tuesday of April, in each year, for the purposes of organization per Sec. 59.11(1)(c), Wis. Stats.

a. At the organizational meeting in April of each even numbered year, the County Board shall elect one of its members Chairperson of the County Board and Executive Committee for a term of two years, or until a successor is elected and qualified.

(1) No Chairperson, Vice-Chairperson or 2nd Vice-Chairperson of the County Board shall serve more than three (3) consecutive two-year terms in that specific capacity.

(2) A term shall be defined as a period of two (2) full years from the Organizational Meeting Sec. 59.11(1)(c), Wis. Stats.

FURTHER RESOLVED, that this policy shall take effect on April 19, 2022, beginning with the 2022-2024 term.

Dated at Port Washington, Wisconsin, this 2nd day of March 2022.

SUMMARY: Term Limits for County Board Chairperson, Vice-Chairperson and 2nd Vice-Chairperson.

VOTE REQUIRED: Majority

Thomas E. Winker
Supervisor, District 1

Ozaukee County Board
AGENDA INFORMATION SHEET

AGENDA DATE:	March 2, 2022
DEPARTMENT:	County Clerk
DIRECTOR:	Julie Winkelhorst
PREPARER:	Julie Winkelhorst

Agenda Summary Amending the Ozaukee County Policy & Procedure Manual Section 2.05(2)
- Term Limits for County Board Chairperson, Vice-Chairperson, and 2nd Vice-Chairperson

BACKGROUND INFORMATION: This resolution will place a limit on the County Board Chairperson, Vice-Chairperson or 2nd Vice-Chairperson.

ANALYSIS: The limit will be three (3) consecutive two-year terms beginning with the 2022-2024 term.

ATTACHMENTS:

- County Board Leadership Term Limits (PDF)


OFFICE OF THE CORPORATION COUNSEL

Rhonda K. Gorden
Corporation Counsel

Rik Kluessendorf
Assistant Corporation Counsel

To: Jason Dzwinel
County Administrator

Thomas Winker
County Board Supervisor

From: Rhonda Gorden
Corporation Counsel

Date: January 25, 2022

Re: County Board Chairperson - Proposed Term Limit Policy

A proposal has been made to set term limits for the position of county board chairperson and vice chairperson. While there is no statutory prohibition on term limits for these positions, term limits would be unenforceable based on the following analysis.

The provisions of Wis. Stat. 59.12 address the positions of chairperson and vice chairperson. The section requires that

- (1) The board, at the first meeting after each regular election at which members are elected for full terms, shall elect a member chairperson. . . .
- (2) The board at the time of the election of the chairperson shall also elect a member vice chairperson, for the same term, who in case of the absence or disability of the chairperson shall perform the chairperson's duties. . .

An Attorney General opinion, 61 OAG 352 (1972) construes the predecessor statute to 59.12, 59.05 (which contains language identical to (1) and (2) above except for the use of gender specific titles). The opinion states that 59.05 provides that "any member of the board to be next elected is eligible after filing his oath to stand for election to the office of county board chairman or vice chairman . . . the board is without power to deny any member the right to have his name placed in nomination at the duly convened *first* meeting of the board after the regular election." *Id.*, at 109-110.

Attachment: County Board Leadership Term Limits (RES.21-67 : Term Limits)

The opinion also states that “actions of the board will be held valid if no statute requires a set of procedure, even though the board’s own rules of procedure were not followed.” *Id.*, at 109. Were the County Board to establish a rule on term limits, the Board could validly choose not to follow the rule and re-elect a chairperson for additional terms beyond the limit.

Finally, the opinion reiterates a well-established rule that “one board cannot act in such a way as to tie the hands of a future board. 26 OAG 313, 3134 (1937); 28 OAG 588 (1939).” *Id.*

In addition to being unenforceable, a term limit policy could inaccurately educate and even mislead supervisors who do not know that the rule is unenforceable. A policy that undermines accurate insight is not a desirable one.

I surveyed my peers on our Corporation Counsel list serve to ascertain if there were any other counties with county board chairperson term limits. The counties responding provided the following responses: There are no county board chairperson term limits in Calumet, Chippewa, Clark, Dodge, Dunn, Eau Claire, Fond du lac, Green, Green Lake, Marinette, Monroe, Oconto, Oneida, Rock, Sauk, St. Croix, Trempealeau, Vilas, Waushara. There is no rule in Kenosha but there is a practice of a chairperson starting as vice chairperson for one term, being unanimously elected chairperson for one term and then being done. Racine County used to have term limits, they were abolished and an effort to bring them back last year failed.

We were previously aware that Sheboygan County has a term limit policy. In speaking with their Corporation Counsel’s office I gathered that no one has challenged the rule so they operate under it comfortably by default. Corporation Counsel agreed with me that the Attorney General opinion referenced appears to be problematic to their term limit practice.