

# Buffalo County Resolution



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

**County Department:**  
Recycling  
**Fiscal Impact:** YES / NO  
**AC Approved:** YES / NO

**RESOLUTION #** 19-01-02

## A RESOLUTION TO AMEND SALARY CLASSIFICATION AND COMPENSATION SYSTEM FOR NON-REPRESENTED EMPLOYEES – SKILLED CRAFT TECHNICIANS (HIGHWAY DEPARTMENT)

WHEREAS, the County Board of Supervisors adopted Resolution 18-12-05 to establish job categories and pay grades for non-represented employees; and,

WHEREAS, the Human Resource Committee has reviewed the salary classification and compensation system after the appeal process, and;

WHEREAS, the Human Resource Committee has recommended effective January 1, 2019, that the pay scale created for the Skilled Craft Technicians – Highway Department be amended to bring consistence in the development of the 2019 scales as was used in other classifications, a copy of the recommended scale which is attached as Exhibit A and to be incorporated herein and to become a part of this resolution.

NOW, THEREFORE BE IT RESOLVED, that the Buffalo County Board of Supervisors hereby approves amending Resolution 18-12-05 effective January 1, 2019, to the pay scale for the Skilled Craft Technicians – Highway Department as identified in Exhibit A and amend the budget to transfer funds from the General Fund to the Highway Fund in an amount not to exceed \$ 5,100.00 .

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

Roxann M. Halverson  
County Clerk

ATTEST:

Maryceme McMillan  
County Board Chairperson

Human Resource Committee

Larry Grisen  
Larry Grisen

Absent  
Donald Hillert

Bernard Brunkow  
Bernard Brunkow

Michael Taylor  
Michael Taylor

Excused  
Nathan Nelson

Finance Committee

Larry Grisen  
Larry Grisen

Donald Hillert  
Donald Hillert

Mary Anne McMillan Urell  
Mary Anne McMillan Urell

Nettie Rosenow  
Nettie Rosenow

Yes - via phone  
David Danzinger

**ANTICIPATED FINANCIAL IMPACT STATEMENT:**

2019 Budget (approximate):  
Salary & Benefits                      \$ 5,100.00

**EXHIBIT A**

**OFFICIALS & ADMINISTRATORS**

<b>DIRECTORS/MANAGERS</b>	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
HHSD DIRECTOR	36.23	37.08	37.92	38.76	39.60	40.44	41.29	42.13
HIGHWAY COMMISSIONER	32.36	33.05	33.75	34.45	35.15	35.85	36.54	37.24
ADRC RESOURCE DIRECTOR	29.68	30.17	30.66	31.14	31.63	32.12	32.60	33.09
ZONING ADMINISTRATOR	25.58	26.16	26.74	27.33	27.91	28.49	29.07	29.65
LAND CONSERVATIONIST	24.47	25.03	25.59	26.14	26.70	27.25	27.81	28.37
EMERGENCY MANAGEMENT/RECYCLING DIRECTOR	23.73	24.27	24.81	25.35	25.89	26.43	26.97	27.51
COMMUNITY JUSTICE SERVICES COORDINATOR	23.73	24.27	24.81	25.35	25.89	26.43	26.97	27.51
GIS LAND RECORDS COORD. LAND INFO OFFICER	23.73	24.27	24.81	25.35	25.89	26.43	26.97	27.51
VETERANS SERVICE OFFICER	21.81	22.30	22.80	23.29	23.79	24.28	24.78	25.28

<b>SUPERVISORS/ASSISTANT MANAGERS</b>	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
HHSD SOCIAL SERVICES MANAGER	29.18	29.84	30.51	31.17	31.83	32.50	33.16	33.82
PUBLIC HEALTH SUPERVISOR/HEALTH OFFICER	30.47	31.17	31.86	32.55	33.24	33.94	34.63	35.32
HWY PATROL SUPERINTENDANT	25.78	26.37	26.96	27.54	28.13	28.71	29.30	29.89
HHSD AGING DIRECTOR	25.57	26.15	26.74	27.32	27.90	28.48	29.06	29.64
PUBLIC HEALTH NUTRITIONIST/MIC DIRECTOR	23.74	24.28	24.82	25.36	25.90	26.44	26.98	27.52
CS COORDINATOR/DHHS ASSISTANT TO DIRECTOR	22.57	23.09	23.60	24.11	24.62	25.14	25.65	26.16
REGISTER IN PROBATE	20.02	20.48	20.93	21.39	21.84	22.30	22.75	23.21
BUILDING & GROUNDS MANAGER	16.80	17.18	17.56	17.94	18.33	18.71	19.09	19.47

**PROFESSIONALS**

<b>PROFESSIONALS</b>	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	21.25	21.74	22.22	22.70	23.18	23.67	24.15	24.63
SOCIAL WORKER II; PUBLIC HEALTH NURSE II, ADRC I & A SPECIALIST II; HEALTH EDUCATOR I	22.78	23.30	23.82	24.34	24.85	25.37	25.89	26.41
SOCIAL WORKER III; PUBLIC HEALTH NURSE III; ENVIRONMENTAL HEALTH SPECIALIST; ADRC I & A SPECIALIST III; HEALTH EDUCATOR II	24.45	25.00	25.56	26.11	26.67	27.22	27.78	28.34
PUBLIC HEALTH NUTRITIONIST/MIC PT	23.14	23.67	24.20	24.72	25.25	25.77	26.30	26.83

**TECHNICIANS**

<b>TECHNICIANS</b>	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	20.73	21.20	21.68	22.15	22.62	23.09	23.56	24.03

**PROTECTIVE SERVICE WORKERS**

<b>LAW ENFORCEMENT</b>	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
CHIEF DEPUTY SHERIFF	29.08	29.74	30.40	31.06	31.72	32.38	33.04	33.70
JAIL ADMINISTRATOR	24.54	25.10	25.66	26.22	26.77	27.33	27.89	28.45
JAIL SERGEANT	22.76	23.27	23.79	24.31	24.83	25.34	25.86	26.38
PART TIME DEPUTIES			16.21	16.56	16.91	17.26	17.61	17.96

<b>LAW ENFORCEMENT SUPPORT -</b>	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
COMMUNICATION/CORRECTION OFFICERS	20.82	21.29	21.77	22.24	22.71	23.19	23.66	24.13
PART TIME-COMMUNICATION/CORRECTION OFFICERS	12.79	13.08	13.37	13.66	13.95	14.24	14.53	14.82
BAILIFF	13.68	14.00	14.31	14.62	14.93	15.24	15.55	15.86

**PARAPROFESSIONALS**

<b>CLERICAL SUPPORT</b>	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
PART TIME CLERICAL	14.21	14.54	14.86	15.18	15.50	15.83	16.15	16.47
PUBLIC HEALTH/SOCIAL SERVICES SUPPORT STAFF SPECIALIST; ADMINISTRATIVE CONFIDENTIAL	15.04	15.38	15.72	16.06	16.41	16.75	17.09	17.43
<b>ADVANCED CLERICAL SUPPORT</b>	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	16.49	16.87	17.24	17.62	17.99	18.37	18.74	19.11
<b>ADVANCED TECHNICAL SUPPORT</b>	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
DEPUTY COUNTY TREASURER-REAL PROPERTY LISTER	17.04	17.42	17.81	18.20	18.59	18.97	19.36	19.75

**EXHIBIT A**

<b>CASE MANAGEMENT</b>	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
CASE WORKER - HHSD BENEFIT SPECIALIST	17.27	17.66	18.05	18.44	18.84	19.23	19.62	20.01
CASE MANAGER I (less than Associates degree); CJS Case Manager I; FAMILY & COMMUNITY SPECIALIST	18.19	18.60	19.01	19.42	19.83	20.25	20.66	21.07
CASE MANAGER II (Associates degree or higher); CJS Case Manager II; Victim Witness Coordinator	19.10	19.54	19.97	20.41	20.84	21.28	21.71	22.14
<b>ADMINISTRATIVE SUPPORT</b>								
<b>ACCOUNTING SUPPORT</b>	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;	16.94	17.33	17.71	18.10	18.48	18.87	19.25	19.64
<b>ADMINISTRATION - FINANCIAL</b>	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)	17.27	17.66	18.05	18.44	18.84	19.23	19.62	20.01
ADMINISTRATION PERSONNEL ADVISOR; HHSD ACCOUNT CLERK LEAD; HWY OFFICE MANAGER; ADMINISTRATION FINANCIAL ADVISOR	20.09	20.53	20.98	21.43	21.87	22.32	22.77	23.21
<b>SKILLED CRAFT TECHNICIANS</b>								
* Temporary Highway Team Leader receives .50/hour increase Class V (*New/2019) - General Foreman - shop, construction, general	21.55	21.97	22.39	22.81	23.23	23.65	24.07	24.49
* Temporary Highway Team Leader receives .50/hour increase Class IV - Signman	21.05	21.47	21.89	22.31	22.73	23.15	23.57	23.99
Class III - State Patrolman, Operator of high level equipment (ie: paver, grader, dozer, excavator, steel roller, etc.) Experienced Mechanic Class III	20.55	20.97	21.39	21.81	22.23	22.65	23.07	23.49
Class II - Patrolman w/5 years experience, and low level equipment operation experience (ie: loader, skid steer, broom, rubber tired roller, etc.) Class II	20.05	20.47	20.89	21.31	21.73	22.15	22.57	22.99
Class II - Entry level Mechanic	20.05	20.47	20.89	21.31	21.73	22.15	22.57	22.99
Class I - Entry level Patrolman	19.55	19.97	20.39	20.81	21.23	21.65	22.07	22.49
MATERIALS RECOVERY FACILITY SUPERVISOR/TRUCK DRIVER; E-911 COORDINATOR PT	19.88	20.33	20.78	21.23	21.69	22.14	22.59	23.04
<b>SERVICE - MAINTENANCE</b>								
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
BUILDING & GROUNDS JANITOR	14.70	15.04	15.37	15.71	16.04	16.38	16.71	17.04
SENIOR DINING CENTER MANAGER	10.34	10.58	10.81	11.05	11.28	11.52	11.75	11.99
HHSD VAN DRIVER	10.67	10.91	11.15	11.39	11.64	11.88	12.12	12.36
HWY-SEASONAL - WITHOUT CDL	13.00	13.25	13.50	13.75	14.00			
HWY-SEASONAL/PART TIME RECYCLING TRUCK DRIVER - WITH CDL	15.00	15.25	15.50	15.75	16.00			
PART TIME	9.50	10.25						