

Buffalo County Resolution



Drafted By:
Sonya J. Hansen
Presented Month/Year:
January 2018
Involved Committees:
Human Resources
Finance

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

RESOLUTION # 18-03-06

A RESOLUTION TO AMEND SALARY CLASSIFICATION AND COMPENSATION SYSTEM FOR NON-REPRESENTED EMPLOYEES – PART TIME RECYCLING TRUCK DRIVER

WHEREAS, the County Board of Supervisors adopted Resolution 17-11-04 to establish job categories and pay grades for non-represented employees; and,

WHEREAS, the current Buffalo County Handbook requires the Buffalo County Board of Supervisors to authorize by resolution any amendments to the Employee Handbook; and,

WHEREAS, the Human Resource Committee has recommended effective January 1, 2018, that the Part Time Recycling Truck Driver be reclassified to the Service-Maintenance Highway Seasonal Mowing with CDL scale based on the essential duties, training, experience and qualification required to perform the essential job functions, a copy of the amended Buffalo County Job Classification Pay Grade for Non Represented Employees for 2018 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 17-11-04 to reclassify the Part Time Recycling Truck Driver to the Highway Seasonal Mowing with CDL scale effective January 1, 2018.

Adopted at a duly called and noticed meeting of the Buffalo County Board of Supervisors on the 26 day of March, 2018.


County Clerk

ATTEST:


County Board Chairperson

Respectfully Submitted:

Human Resources Committee

Larry Grisen
Larry Grisen

Mary Anne McMillan Urell
Mary Anne McMillan Urell

Donald A. Hillert
Donald A. Hillert

Excused
Nettie Rosenow

Excused
Michael L. Taylor

Finance Committee

Douglas Kane
Douglas Kane

Donald A. Hillert
Donald A. Hillert

Yes - via phone
David Danzinger

Larry Grisen
Larry Grisen

Nettie Rosenow
Nettie Rosenow

ANTICIPATED FINANCIAL IMPACT STATEMENT

2018 Wages & Benefits

EXHIBIT A
**BUFFALO COUNTY JOB CLASSIFICATION PAY GRADE FOR
 NON REPRESENTED EMPLOYEES FOR 2018**
 RESOLUTION 17-11-04

OFFICIALS & ADMINISTRATORS		*Step 3 is used to adjust other steps						
DIRECTORS/MANAGERS		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
EE	HHS D DIRECTOR	35.18	36.31	37.43	38.55	39.71	40.90	42.13
EE	HIGHWAY COMMISSIONER	29.15	30.08	31.01	31.94	32.90	33.89	34.90
EE	ADRC RESOURCE DIRECTOR	27.09	27.96	28.82	29.68	30.58	31.49	32.44
EE	ZONING ADMINISTRATOR	24.28	25.06	25.83	26.60	27.40	28.23	29.07
EE	LAND CONSERVATIONIST	23.23	23.97	24.71	25.45	26.21	27.00	27.81
EE	EMERGENCY MANAGEMENT/RECYCLING DIRECTOR	22.52	23.24	23.96	24.68	25.42	26.18	26.97
E	COMMUNITY JUSTICE SERVICES COORDINATOR	22.52	23.24	23.96	24.68	25.42	26.18	26.97
E	GIS LAND RECORDS COORDINATOR/LAND INFORMATION OFFICER	22.52	23.24	23.96	24.68	25.42	26.18	26.97
EE	VETERANS SERVICE OFFICER	20.70	21.36	22.02	22.68	23.36	24.06	24.78
SUPERVISORS/ASSISTANT MANAGERS		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
E	HHS D SOCIAL SERVICES MANAGER	27.69	28.58	29.46	30.34	31.25	32.19	33.16
E	PUBLIC HEALTH SUPERVISOR/HEALTH OFFICER	28.92	29.85	30.77	31.69	32.64	33.62	34.63
E	HWY PATROL SUPERINTENDANT	24.47	25.25	26.03	26.81	27.62	28.44	29.30
E	HHS D AGING DIRECTOR	24.27	25.05	25.82	26.59	27.39	28.21	29.06
EP	PUBLIC HEALTH NUTRITIONIST/WIC DIRECTOR	22.53	23.25	23.97	24.69	25.43	26.19	26.98
E	CS COORDINATOR/DHHS ASSISTANT TO DIRECTOR	21.42	22.11	22.79	23.47	24.18	24.90	25.65
E	REGISTER IN PROBATE	19.00	19.60	20.21	20.82	21.44	22.08	22.75
E	BUILDING & GROUNDS MANAGER	15.94	16.45	16.96	17.47	17.99	18.53	19.09

PROFESSIONALS		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
EP	SOCIAL WORKER I; PUBLIC HEALTH NURSE I; ADRC I & A SPECIALIST; ADRC BENEFIT DISABILITY RESOURCE SPECIALIST	20.17	20.82	21.46	22.10	22.77	23.45	24.15
EP	SOCIAL WORKER II; PUBLIC HEALTH NURSE II, ADRC I & A SPECIALIST II; HEALTH EDUCATOR I;	21.62	22.31	23.00	23.69	24.40	25.13	25.89
EP	SOCIAL WORKER III; PUBLIC HEALTH NURSE III; ENVIRONMENTAL HEALTH SPECIALIST; ADRC I & A SPECIALIST III; HEALTH EDUCATOR II;	23.20	23.94	24.68	25.42	26.18	26.97	27.78
EP	PUBLIC HEALTH NUTRITIONIST/WIC PT	21.97	22.67	23.37	24.07	24.79	25.54	26.30

TECHNICIANS		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
EP	ZONING TECHNICIAN; CONSERVATION TECHNICIAN/PLANNER;	19.67	20.30	20.93	21.56	22.20	22.87	23.56

PROTECTIVE SERVICE WORKERS		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
LAW ENFORCEMENT		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
E	CHIEF DEPUTY SHERIFF	27.60	28.48	29.36	30.24	31.15	32.08	33.04
E	JAIL ADMINISTRATOR	23.29	24.04	24.78	25.52	26.29	27.08	27.89
N	JAIL SERGEANT	21.60	22.29	22.98	23.67	24.38	25.11	25.86
N	PART TIME DEPUTIES	-	-	15.65	16.12	16.60	17.10	17.61
LAW ENFORCEMENT SUPPORT -		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
N	COMMUNICATION/CORRECTION OFFICERS	19.76	20.39	21.02	21.65	22.30	22.97	23.66
N	PART TIME - COMMUNICATION/CORRECTION OFFICERS	12.14	12.52	12.91	13.30	13.70	14.11	14.53
N	BAILIFF	12.99	13.41	13.82	14.23	14.66	15.10	15.55

PARAPROFESSIONALS								
CLERICAL SUPPORT		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
N	PART TIME CLERICAL;	13.49	13.92	14.35	14.78	15.22	15.68	16.15
N	WIC TECHNICIAN; SUPPORT STAFF SPECIALIST; ADMINISTRATIVE CONFIDENTIAL; DEPUTY CLERK OF COURT I;	14.27	14.72	15.18	15.64	16.10	16.59	17.09
ADVANCED CLERICAL SUPPORT		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
N	UW ADMINISTRATIVE ASSISTANT; CHIEF DEPUTY CLERK OF COURT II; CHIEF DEPUTY COUNTY CLERK I; CHIEF DEPUTY REGISTER OF DEEDS; DEPUTY REGISTER IN PROBATE	15.65	16.15	16.65	17.15	17.66	18.19	18.74
ADVANCED TECHNICAL SUPPORT		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
N	DEPUTY COUNTY TREASURER-REAL PROB LISTER	16.17	16.68	17.20	17.72	18.25	18.79	19.36
CASE MANAGEMENT		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
N	CASE WORKER - HHSD BENEFIT SPECIALIST	16.39	16.91	17.43	17.95	18.49	19.05	19.62
N	CASE MANAGER I (less than Associates degree); CJS Case Manager I	17.26	17.81	18.36	18.91	19.48	20.06	20.66
N	CASE MANAGER II (Associates degree or higher); CJS Case Manager II	18.13	18.71	19.29	19.87	20.46	21.08	21.71
N	CASE MANAGER II	18.13	18.71	19.29	19.87	20.46	21.08	21.71

ADMINISTRATIVE SUPPORT								
ACCOUNTING SUPPORT		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
N	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	16.07	16.59	17.10	17.61	18.14	18.69	19.25
ADMINISTRATION - FINANCIAL		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
E	ADMINISTRATION ADMINISTRATIVE ASSISTANT; LAW ENFORCEMENT ADMINISTRATIVE ASSISTANT; ZONING ADMINISTRATIVE ASSISTANT;	16.38	16.91	17.43	17.95	18.49	19.05	19.62
E	ADMINISTRATION PERSONNEL ADVISOR; HHSD ACCOUNT CLERK LEAD; HIGHWAY OFFICE MANAGER; ADMINISTRATION FINANCIAL ADVISOR	18.64	19.24	19.83	20.42	21.04	21.67	22.32

SKILLED CRAFT WORKERS								
STEP 1 IS USED TO ADJUST OTHER STEPS		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
N	Class IV - Foreman - shop, construction, general; Signman	21.00	21.37	21.74	22.12	22.51	22.90	23.30
N	Class III - State Patrolman, Operator of high level equipment (ie: paver, grader, dozer, excavator, steel roller, etc.) Experienced Mechanic	20.40	20.76	21.12	21.49	21.87	22.25	22.64
N	Class II - Patrolman w/5 years experience, and low level equipment operation experience (ie: loader, skid steer, broom, rubber tired roller, etc.)	19.89	20.24	20.59	20.95	21.32	21.69	22.07
N	Class II - Entry level Mechanic							
N	Class I - Entry level Patrolman	19.41	19.75	20.10	20.45	20.80	21.17	21.54

TEMPORARY HIGHWAY TEAM LEADER RECEIVES .50/HOUR INCREASE

N	MATERIALS RECOVERY FACILITY SUPERVISOR/TRUCK DRIVER; E911 COORDINATOR PART TIME	18.90	19.48	20.07	20.67	21.29	21.93	22.59
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SERVICE - MAINTENANCE								
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
N	BUILDING & GROUNDS JANITOR	13.96	14.40	14.85	15.30	15.75	16.23	16.71
N	SENIOR DINING CENTER MANAGER	9.81	10.13	10.44	10.75	11.08	11.41	11.75
N	HHSD VAN DRIVER	10.12	10.45	10.77	11.09	11.43	11.77	12.12
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5		
N	HWY - SEASONAL PATROLMAN without CDL	13.00	13.25	13.50	13.75	14.00		
N	HWY - SEASONAL MOWING with CDL & PART TIME RECYCLING TRUCK	15.00	15.25	15.50	15.75	16.00		
		START	AFTER TRAINING					
N	PART TIME	9.40	10.67					

EE EXEMPT EXECUTIVE EMPLOYEE

EA EXEMPT ADMINISTRATIVE EMPLOYEE

EP EXEMPT PROFESSIONAL EMPLOYEE

E EXEMPT

N NON-EXEMPT EMPLOYEE