



## PERSONNEL COMMITTEE MINUTES

April 18, 2023

8:30 am

301-1 Conference Room

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Staff Present: Commissioner Linda Flanders, Commissioner Todd Greseth, Scott Arneson, Mary Priebe, Amanda Holst, Brian Anderson, Jon Huneke, Jess Greenwood and Marty Kelly

**Sheriff's office requesting the addition of an additional deputy.**

Sheriff Kelly withdrew his request for an additional deputy position.

**Public Works requesting an additional Engineer Technician starting Q4 2023 and a Parks and Trail Managers starting in 2024.**

Deputy Director/Assistant Engineer, Jess Greenwood put forth:

The Public Work's Department has grown in funding and work but lagged in staffing over several years. These positions further assist in providing for the department head to have more availability to work on Director related activities.

The current request focuses on the engineering and parks divisions with the addition of an Engineering Technician position in the fourth quarter of 2023 and a Parks & Trails Manager position beginning in 2024.

The ability to hire for the engineering technician position in the fourth quarter of 2023 would be possible given numerous personnel budget savings that have been realized with numerous vacancies in the Department. Moving forward with the retirement of the current PW Director an additional position will available that is currently being budgeted for, and those dollars could easily be shifted to offset future expenses for both positions without having to add additional levy dollars to the Public Works personnel budget. Furthermore, adding engineering staff will decrease the need to hire consulting firms to provide services that fulltime staff will be able to do. A quick look at just a few recent consultant design & right-of-way contracts shows expenses of over \$750k. The contracts for just 2 grading projects are enough to support a Sr. Engineering Technician position with salary and benefits for over 6 years.

Commissioner Flanders expresses hesitation in adding additional staff until the cost of the pay study is known. Commissioner Greseth was supportive of the Engineer Technician but asked if the Parks and Trail Manager could be a part time position. Jess indicated that the position is already a fulltime position being performed by an administrative assistant and himself. Discussion around how long it took to fill the most recent Engineer Technician and reiteration the cost savings of hiring an additional person versus contracts/fees.

*Commissioners Greseth and Flanders agreed with the recommendation of adding the additional Engineer Technician but would like to wait on the Parks and Trail Manager until more information is provided on the pay study and next years budgeting.*