

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51

**RESOLUTION # 25-2012**

Resolution offered by Labor Relations Employee Services Committee.

**Resolved by the Board of Supervisors of Oneida County, Wisconsin:**

**WHEREAS**, as a result of the retirement of the Addressing/Description Technician in the Land Information Office, the Land Information Director, the Land Records Committee and Human Resources Director have completed a vacancy review study that included the review of the job duties of various positions in the Office and recommended to forward proposed changes to the Labor Relations and Employee Services Department and Committee for further review and consideration; and

**WHEREAS**, the Human Resources Director has further reviewed and discussed the job titles, descriptions and duties of the Addressing/Description Technician, Real Property Lister, Assistant Real Property Lister and the Property Description Technician with the Land Information Director, and has made recommendations that duties of the Addressing/Description Technician be reassigned and combined with existing positions and that job titles and duties be revised to reflect the changes, and that a new half time position be created to absorb the proposed elimination of a full time position; and

**WHEREAS**, the Human Resources Director and Land Information Director has recommended that the Addressing/Description Technician position be eliminated and the Real Property Lister job title be changed to Real Property Lister/Addressing Coordinator and the position be reclassified and job description be revised, and the Assistant Real Property Lister and Property Description Technician job positions be reclassified and job descriptions be revised, and that a half time Land Info Aide position be created, and

**WHEREAS**, the Labor Relations and Employee Services Committee did review the recommendations of the Land Information Director, Land Records Committee and Human Resources Director and is in agreement with the proposed changes for the Land Information Office.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors effective March 21st, 2012 the Addressing/Description Technician position be eliminated and the Real Property Listers position be re-titled to Real Property Lister/Addressing Coordinator and be reclassified due to significant change of duties and responsibilities and be placed at Grade Level 10 of the Courthouse Pay Schedule; and

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors effective March 21st, 2012 that the Assistant Real Property Lister position be reclassified due to significant change of duties and responsibilities and be placed at Grade Level 8 of the Courthouse Pay Schedule; and

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors effective March 21st, 2012 that the Property Description Technician position be reclassified due to significant change of duties and responsibilities and be placed at Grade Level 7 of the Courthouse Pay Schedule; and

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors effective June 25<sup>th</sup>, 2012 that a half time Land Info Aide position be created and be placed at Grade Level 5 of the Courthouse Pay Schedule.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that an amendment has been made to the County budget for fiscal year 2012 as set forth in the fiscal impact statement which is attached hereto and made a part hereof.

Vote Required: Majority = \_\_\_\_\_ 2/3 Majority = \_\_\_\_\_ ¾ Majority = \_\_\_\_\_

52  
 53 The County Board has the legal authority to adopt: Yes \_\_\_\_\_ No \_\_\_\_\_ as reviewed  
 54 by the Corporation Counsel, \_\_\_\_\_, Date: \_\_\_\_\_  
 55

56 Approved by the Labor Relations Employee Services Committee this 8<sup>th</sup> day of March, 2012.  
 57

58 Offered and passage moved by: \_\_\_\_\_  
 59 Supervisor  
 60 \_\_\_\_\_  
 61 Supervisor  
 62 \_\_\_\_\_  
 63 Supervisor  
 64 \_\_\_\_\_  
 65 Supervisor  
 66 \_\_\_\_\_  
 67 Supervisor

68 \_\_\_\_\_ Ayes  
 69 \_\_\_\_\_ Nays  
 70 \_\_\_\_\_ Absent  
 71 \_\_\_\_\_ Abstain  
 72 \_\_\_\_\_ Adopted

73  
 74  
 75  
 76  
 77 by the County Board of Supervisors this 20<sup>th</sup> day March, 2012.

78  
 79 \_\_\_\_\_ Defeated

80  
 81 \_\_\_\_\_  
 82 \_\_\_\_\_  
 83 Mary Bartelt, County Clerk Ted Cushing, County Board Chair

**ONEIDA COUNTY  
 FISCAL IMPACT  
 2012 CHANGES IN LAND INFORMATION**

**Annual Cost**

**CURRENT FULL STAFFING LEVELS**

2012 Wage Rates	ADDRESSING DESCRIPTION TECHNICIAN GRADE 10	REAL PROPERTY LISTER GRADE 8	ASST REAL PROPERTY LISTER GRADE 7	PROPERTY DESCRIPTION TECHNICIAN GRADE 6	TOTAL
Wages	38,179	35,558	33,983	32,934	140,654
Social Security	2,921	2,720	2,600	2,519	10,760
Retirement	2,253	2,098	2,005	1,943	8,299
Health Ins	-	-	-	-	-

Life Ins	-	-	-	-	-
Income Continuation Ins	98	90	85	83	355
Workers Comp	<u>76</u>	<u>71</u>	<u>68</u>	<u>66</u>	<u>281</u>
	43,527	40,537	38,741	37,544	160,349

**PROPOSED STAFFING CHANGES**

2012 Wage Rates	REAL PROPERTY LISTER/ADD COORDINATOR GRADE 10	ASST REAL PROPERTY LISTER GRADE 8	PROPERTY DESCRIP TECHNICIAN GRADE 7	50%	
				LAND INFO AID GRADE 5	TOTAL
Wages	38,179	35,558	33,983	14,154	121,874
Social Security	2,921	2,720	2,600	1,083	9,324
Retirement	2,253	2,098	2,005	835	7,191
Health Ins	-	-	-	-	-
Life Ins	-	-	-	-	-
Income Continuation Ins	98	90	85	38	310
Workers Comp	<u>76</u>	<u>71</u>	<u>68</u>	<u>28</u>	<u>243</u>
	43,527	40,537	38,741	16,138	138,942

Annual reduction in cost 21,407

Revenue Source: Tax Levy

**2012 ONLY**

Vacancy of Addressing Description Technician for 1/1-3/21/2012	13,115
Vacancy of Land Info Aid 3/22/12-06/24/12	9,819
Change of Land Info Aid Grade 5 (6-25 -12-31-2012)	<u>11,115</u>
	34,049