

Amended

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2 RESOLUTION # 32-2024
3 GENERAL CODE OF ONEIDA COUNTY, WISCONSIN
4 ORDINANCE AMENDMENT # 02-2024
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6 Resolution to combine the Administration and Labor Relations & Employee
7 Services Committee into an Executive Committee.

8
9 Ordinance Amendment offered by Supervisor Scott Holewinski

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11 WHEREAS, it is in the best interest of Oneida County to have an efficient system
12 of governance; and

13
14 WHEREAS, the current structure is inefficient to address the issues presented to
15 the two Committees; and,

16
17 WHEREAS, combining the Administration and Labor Relations & Employee
18 Services Committees will result in reduced per diem payments.

19
20 NOW, THEREFORE, THE ONEIDA COUNTY BOARD OF SUPERVISORS DOES
21 ORDAIN AS FOLLOWS:

22 Section 1. Any existing ordinances, codes, resolutions, or portions thereof in
23 conflict with this ordinance shall be and hereby are repealed as far as any conflict exists.

24
25 Section 2. ~~This ordinance shall take effect the day after passage and publication~~
26 ~~as required by law.~~ The effective date of the Resolution to be April 16, 2024

27
28 Section 3. If any claims, provisions or portions of this ordinance are adjudged
29 unconstitutional or invalid by a court of competent jurisdiction, the remainder of this
30 ordinance shall not be affected thereby.

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32 Section 4. Section 2.43 of the General Code of Oneida County, Wisconsin is
33 stricken in its entirety.

34
35 Section 5. Section 2.30 of the General Code of Oneida County, Wisconsin,
36 "Committees" is amended as follows [additions noted by underline, deletions noted by
37 ~~strikethrough~~]:

38
39 §2.30 Committees
40

41 (1) No committee may be created unless authorized by the full County Board. No
42 committee may create subcommittees or otherwise subdivide committee
43 responsibilities unless authorized by the whole County Board. Any committee may
44 rely on its members, County staff, or other individuals or organizations to conduct
45 research and provide additional information to the committee for the purpose of
46 fulfilling its responsibilities. Such research or information gathering, when conducted
47 cooperatively without a quorum of the committee, shall not be considered a
48 subcommittee or governmental body unless creation of a subcommittee has been
49 previously approved by the County Board.

50 (2) Appointed.

51 (a)Enumerated. The following standing committees shall be appointed by the Chair at
52 the organizational meeting of the Board in the year she/he is elected and shall
53 consist of the number of members listed herein. The County Board Chair will appoint
54 the Chair of each committee, except the Public Works Committee. The Chair may
55 appoint a Committee on Committees to assist him/her. All appointed committee
56 members shall serve two-year terms and be County Board supervisors, except where
57 State law provides for other non-Board members, all State mandated non-County
58 Board members will be selected using the process set out in Paragraph (4) below:
59 [Amended 4-20-2021 by Res. No. 47-2021, effective 5-7-2021]

60
61 Conservation and UW-EX Education-
62 5 County Board Supervisors members plus 1 FSA - The Conservation and UW-EX
63 Committee shall consist of five members of the County Board and a designee of the
64 USDA Farm Service Agency (FSA), and shall have such powers and duties as
65 prescribed in Ch. 92, Wis. Stats., as amended from time to time.

66
67 ADRC Committee
68 4 County Board Supervisors. plus 5 citizen members that meet the requirements of
69 §§ 46.82(4) and 46.283(6), Wis. Stats., appointed by the County Board Chair, subject
70 to confirmation by the County Board

71
72 County Facilities
73 5 County Board Supervisors members

74
75 Public Safety
76 5 County Board Supervisors members

77
78 Administration Executive
79 5 7 County Board Supervisors members- consisting of the elected County Board
80 Chair, First Vice Chair, Second Vice Chair, with County Board supervisors appointed
81 by the County Board Chair to the remaining four seats.

82
83 Forestry, Land, and Outdoor Recreation-
84 5 County Board Supervisors members and Town Designee - A designee of any town
85 in which mineral exploration, prospecting mining or reclamation is taking place shall
86 be a voting member of the committee. This designee shall be entitled to per diem and
87 mileage at the current County rate for each meeting attended and not reimbursed
88 from any other source.

89
90 Labor Relations/Employee Services-5 members

91
92 Land Records
93 5 County Board Supervisors members

94
95 Law Enforcement Grievance
96 2 County Board Supervisors members. Plus Three lay persons appointed by the
97 County Board Chair, subject to confirmation by the County Board

98
99 Planning and Development
100 5 County Board Supervisors members

101

102 Social Services
103 5 County Board Supervisors members
104
105 Board of Health
106 4 County Board Supervisors members and Three lay persons, subject to
107 confirmation by the County Board, who shall act as the County Board of Health under
108 Ch. 251, Wis. Stats.
109
110 (b) ~~Conservation and UW-EX Education Committee. The Conservation and~~
111 ~~UW-EX Committee shall consist of five members of the County Board and a~~
112 ~~designee of the USDA Farm Service Agency (FSA), and shall have such powers and~~
113 ~~duties as prescribed in Ch. 92, Wis. Stats., as amended from time to time.~~
114 (c) ~~Land Records Committee. This Committee shall consist of five members of the~~
115 ~~County Board.~~
116 (d) ~~Labor Relations/Employee Services. This Committee shall consist of five members~~
117 ~~of the County Board.~~
118
119 (3) Elective. The County Public Works and Solid Waste Committee shall consist of five
120 members and shall be elected by the County Board at the organizational meeting of
121 the Board in the year the Board is elected, with such committee members serving
122 two-year terms. The procedure for nomination and election of Public Works and Solid
123 Waste Committee members shall be the same as that for the nomination and election
124 of the County Board Chair, except that the use of secret ballots shall not be
125 permitted. [Amended by Ord. No. 34-2014]
126 (4) Appointment of Citizen Members to Committees and Commissions.
127 (a) Department Head Responsibilities:
128 1. Review terms of citizen members and determine expiration date of term.
129 2. Provide the County Clerk's Office with the following no less than 30 days
130 before expiration date of term or immediately upon receiving the resignation of
131 a citizen member:
132 a. Name of person presently in position;
133 b. Expiration date of term;
134 c. Qualifications of the position;
135 d. Appointing authority (County Board Chair, County Board, Governor,
136 etc.).
137 3. For any Committee or Commission without a department head, the Human
138 Resources Director shall act as the department head for purposes of this
139 section.
140 (b) County Clerk's Responsibilities:
141 1. Upon request for reappointment of citizen member:
142 a. Confer with department head and appointing authority regarding
143 reappointment.
144 b. Assist as requested-meeting agenda and/or letter of confirmation to
145 citizen appointee, County Board Chair, COJ Chair, department head(s)
146 and others as necessary.
147 2. Upon resignation of citizen member:
148 a. Receive resignation of citizen member from department head.
149 b. Confer with department head and appointing authority regarding
150 qualifications necessary for applicant to fill opening.
151 c. Advertise opening as appropriate.
152 d. Receive applications and determine eligibility.

- 153 e. Schedule interviews or begin other selection process.
- 154 f. Clerk will assist as requested-prepare meeting agendas and
- 155 correspondence as necessary.
- 156 3. No timely applications for vacancy:
- 157 a. If no qualified individual applies for the open position, the County
- 158 Board Chair, COJ Chair and department head will actively solicit a
- 159 qualified person to fill the opening.
- 160 b. Application(s) will be forwarded to the County Clerk's Office.
- 161 c. The Clerk will list the applicants and schedule interviews on behalf of
- 162 the County Board Chair if necessary or assist with an alternate
- 163 selection process.
- 164 d. Clerk will assist as requested-prepare meeting agendas and
- 165 correspondence as necessary.
- 166

167 **Section 6.** Section 2.32 of the General Code of Oneida County, Wisconsin,
168 "~~Administration~~ Executive Committee" is amended as follows [additions noted by underline,
169 deletions noted by ~~strikethrough~~]:

170
171 § 2.32 ~~Administration~~ Executive Committee

- 172
173 The ~~Administration~~ Executive Committee shall be composed of seven members and:
- 174 (1) Administer matters pertaining to the finances of the County such as the budget. The
 - 175 Committee is authorized to transfer funds between budgeted items of individual County
 - 176 office or department accounts if such budgeted items have been separately appropriated
 - 177 and to supplement appropriations for a particular office, department or activity by transfers
 - 178 from the Contingency Fund, subject to and under the provisions of § 65.90(5), Wis. Stats.
 - 179 (2) Be advised on illegal tax matters to be brought before the County Board by the County
 - 180 Treasurer.
 - 181 (3) Supervise the County depository and the investment of available funds pursuant to an
 - 182 investment policy approved by the County Board. By resolution to the County Board, the
 - 183 ~~Administration~~ Executive Committee shall recommend an investment policy to be followed
 - 184 by the Committee and the County Auditor/Finance Director as its investment officer. Any
 - 185 changes to the investment policy shall be approved by the County Board.
 - 186 (4) Make or have made audits when deemed necessary.
 - 187 (5) Review County programs and services and develop and implement policies and
 - 188 procedures to ensure that proper types and levels of insurance coverage are maintained
 - 189 and make appropriate recommendations to the County Board. At its first meeting in January
 - 190 of each year, or as soon thereafter as is reasonably possible, the Committee shall establish
 - 191 minimum insurance coverages as required by § 3.04(6) of this Code after consulting with
 - 192 the County's insurance and risk counselors. The Committee shall cause written notice of
 - 193 any change in its insurance coverage requirements to be immediately sent to its
 - 194 committees, boards and commissions and all department heads.
 - 195 (6) Establish and regularly monitor a loss-prevention program to encourage improvements
 - 196 in public using County facilities, services or equipment.
 - 197 (7) Retain insurance and risk counselors whenever the Committee determines such
 - 198 professional expertise is necessary as in the best interest of the County.
 - 199 (8) Execute necessary contracts upon approval of the County Board.
 - 200 (9) Review and make recommendations to the County Board as to all general claims, except
 - 201 any insured liability claims against the County shall be referred by the County Clerk through
 - 202 the Corporation Counsel to the insurance counselor retained by the County and/or the
 - 203 appropriate insurance carrier.
 - 204 (10) Review and approve claims for damages by dogs to domestic animals.

- 205 (11) Recommend any County ordinances to the County Board and consult with the
206 Corporation Counsel as to creation, repeal, recreation, amendment or administration of
207 County ordinances.
- 208 (12) (Reserved)
- 209 (13) Recommend any changes in this General Code and consult with the Corporation
210 Counsel and County Clerk as to changes in the Code.
- 211 (14) Serve as a liaison with the Wisconsin Counties Association on legislative matters.
- 212 (15) Serve as a liaison with area legislators.
- 213 (16) Report to the County Board on legislative matters pertaining to County government.
- 214 (17) Copies of Code. The Committee may authorize the County Clerk to order additional
215 copies and any supplements thereto of the General Code for sale to the general public at a
216 sum set by the Committee
- 217 (18) Recommend an annual wage and salary plan in the form of a resolution to be passed
218 by a majority of the County Board, setting forth a salary schedule for all union, nonunion
219 elected and appointed positions. The schedule shall set forth each position classification or
220 position, last year's salary, and any adjustments thereto, proposed increases expressed in
221 both dollar and percentage terms, and any proposed changes to the fringe benefits
222 presently in effect.
- 223 (19) Have general supervision of all employment policies of the County including such
224 things as paid time off and leaves of absences.
- 225 (20) Upon the request of the Social Services Committee, act upon requests of the Director
226 of Social Services to promote and permit efficient management of personnel practices and
227 procedures concerning reclassifications, promotions and demotions, in order to comply with
228 §§ 46.22(1)(d), 49.33(4) — (7), Wis. Stats., Ch. PW-PA 10, Wis. Adm. Code, as may be
229 amended from time to time, and to comply with applicable Merit Rule, Civil Service System
230 and Affirmative Action provisions that may apply.
- 231 (21) Review requests for position reclassifications and make recommendations for addition
232 or deletion of positions for departments of the County.
- 233 (22) Cooperate with department heads in the enforcement of County personnel policies.
- 234 (23) Conduct all labor negotiations and recommend results to the County Board. In
235 negotiating with representatives of the collective bargaining unit for the Highway
236 Department, the Committee shall provide reasonable notice to the Highway Committee of
237 all scheduled negotiation meetings and the Highway Committee should provide a
238 knowledgeable member or representative to attend such meetings.
- 239 (24) Examine and investigate employee grievances and enforce necessary discipline in
240 cooperation with department heads.
- 241 (25) Submit an annual report to the County Board.
- 242 (26) Supervise and have charge of all employee insurance matters pertaining to hospital
243 and surgical care plans and life insurance. If any changes in coverage or premiums become
244 known to the Committee, it shall provide notice in writing to members of the County Board.
- 245 (27) Consider and make recommendations to the County Board regarding departmental
246 organization, establishment, reorganization and staffing levels. In the event a vacancy
247 occurs in a position, for whatever reason, the department head shall submit a written report
248 to the Personnel Director for evaluation and review. The Personnel Director shall submit a
249 written recommendation on the vacant position to the Personnel Committee for final
250 determination.

251

252 **Section 7.** The phrase “Labor Relations and Employee Services Committee” is
253 hereby replaced anywhere and everywhere it appears in the General Code of Oneida
254 County, Wisconsin with “Executive Committee”, including, but not limited to in Oneida
255 County Code §§1.02, 1.25, 1.39, 1.50, 2.30-2.31, 3.09, 4.04, 4.08, 4.14-4.20, and 4.22-
256 4.26.

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Vote Required: Majority = 2/3 Majority = _____ 3/4 Majority = _____

The County Board has the legal authority to adopt: Yes No _____ as reviewed by the Corporation Counsel, _____, Date: 2.14.24

Offered and passage moved by:

Scott Holewinski
Supervisor Scott Holewinski

Seconded by Cushing

19 Ayes
0 Nays
1 Absent
1 Abstain
X Adopted

by the County Board of Supervisors this 20th day February, 2024.

Defeated
Tracy Hartman
Tracy Hartman, County Clerk

Scott Holewinski
Scott Holewinski, County Board Chair

Resolution - # 32-2024/OA 02-2024

Amended

Supervisors	AYE	NAY	ABS	ABSTAIN
Winkler	X			X
Rio				
Fried			X	
Newman	X			
Harris	X			
Fisher	X			
Jensen	X			
Sorgel	X			
Roach	X			
Condado	X			
Oettinger	X			
Ryden	X			
Almekinder	X			
Kelly	X			
Showalter	X			
Cushing	X			
Briggs	X			
Timmons	X			
Schreier	X			
Schultz	X			
Holewinski	X			
Totals	19		1	1
TAGS				

Resolution # 32-2024/Ordinance Amendment # 02-2024:
 Offered by Chair Scott Holewinski to amend the general Code of Oneida County striking section 2.43 and amending 2.30
 Committees to combine the Administration and Labor Relations & Employee Services Committee into an Executive Committee.
 Second: Cushing

Resolution: 32-2024

Amendment

Supervisors	AYE	NAY	ABS	ABSTAIN
Showalter	X			
Jensen	X			
Timmons	X			
Roach	X			
Briggs	X			
Cushing	X			
Sorgel	X			
Winkler	X			
Schultz	X			
Fisher	X			
Kelly	X			
Oettinger	X			
Newman	X			
Schreier	X			
Fried			X	
Harris	X			
Almekinder	X			
Condado	X			
Ryden	X			
Rio	X			
Holewinski	X			
TOTALS	20		1	
TAGS				

Motion by Holewinski to eliminate lines 25 and 26 and replace it with "The Effective date of the Resolution to be April 16, 2024".