

Warren County Salary Board Minutes
July 12, 2023 1:00 p.m.
Commissioners Conference Room

Board Present: Commissioner Tricia Durbin, Commissioner Benjamin Kafferlin, and Commissioner Jeff Eggleston

Staff Present: Pamela J. Matve, Chief Clerk, Lisa Hagberg, Finance Director, Kaylan Miller, Employee Benefits & Risk Administrator, Sheriff Brian Zeybel, Solicitor Nathaniel Schmidt, and Brian Bull, Chief Assessor

Citizens Present: None

Commissioner Tricia Durbin called the meeting to order stating the meeting is being recorded.

Executive Session: Was held from 1:16 - 1:44

Approval of Minutes: Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston, to approve the minutes from the June 14, 2023 meeting.

Old Items:

Creating a full-time position at Single Point: Sheriff Brian Zeybel stated that a full explanation was given at the last meeting tabled until a conversation could be had with the union.

Sheriff Brian Zeybel stated that he has spoken to two representatives of the union and they are fully on board with no objections, except that if Mr. Wyatt wants to join the union, he be allowed to do so.

Therefore, Sheriff Brian Zeybel proposed to make one full time position at single point at a rate of \$15.25 per hour with benefits.

Commissioner Jeff Eggleston asked if the wage is inline with the union contract to which Sheriff Brian Zeybel stated yes, it is.

Motion was made by Commissioner Jeff Eggleston, seconded by Sheriff Brian Zeybel to create a full-time position for single point of entry at a rate of \$15.25 with benefits.

Commissioner Jeff Eggleston then stated that this position is temporary, if this full-time person leaves employment, or gets promoted, it will go back to being a part time position. Everyone agreed, and the position will be posted.

With nothing further, the above motion was called to question and the motion carried unanimously.

New Business:

Creating a part-time County Detective position: District Attorney Robert Greene stated that the City of Warren Police Department is overseeing the investigation of the inmate escapee Michael Burham.

Detective Kibbey is involved with the search and has no time to do an investigation. District Attorney Robert Greene stated he needs someone that can do that, and get valuable information from the City Police. Mr. Osborne will fit this request.

Commissioner Tricia Durbin asked, we are going in the same line in an investigation with the City Police, why does their need to be separate investigations?

District Attorney Robert Greene stated that there are reasons but cannot be discussed here, it could be explained in an executive session.

Motion was made by Commissioner Jeff Eggleston, seconded by Commissioner Benjamin Kafferlin to move into an executive session. The time is 1:16 p.m.

The Salary Board resumed at 1:45

Motion was made by Commissioner Benjamin Kafferlin, seconded by District Attorney Robert Greene to approve the creation of a temporary County Detective position at a rate of \$30.00 per hour without benefits. This position is in effect immediately and will terminate four weeks after the apprehension of Michael Burham or September 1, 2023 whichever happens first. Motion carried unanimously,

Creation of the Deputy Chief Assessor: Brian Bull, Chief Assessor explained that with the reassessment going on, he needs to have someone in charge of the office in his absence, even when on vacation, etc. If he should get sick, there is no one in charge of the day-to-day operations.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the creation of the Deputy Chief Assessor position in the Tax Assessment Office. This position will be non-union at a salary of \$46,000.00 per year.

Commissioner Jeff Eggleston stated that he agrees with creating this position and supports the tax assessment office in any way.

Commissioner Tricia Durbin will the Field Assessor II position remain vacant?

Brian Bull, Chief Assessor stated that no, it will be filled as soon as Ed Martone takes his test and gets his certification.

With nothing further, the above motion was called to question and the motion carried unanimously.

Increase wages for Mary Allen: Lisa Hagberg, Finance Director stated that Mary Allen, Veteran’s Affairs, has completed and received her certification to help veteran’s file claims. We are asking that she receive \$1.00 more an hour making her hourly wage \$15.59.

Lisa Hagberg, Finance Director then stated that there is no policy in place, but this has been done in the past when someone in that office received certification.

Commissioner Benjamin Kafferlin strongly stated that this is a union position and because it is not in the union contract, this does not belong in this meeting.

Commissioner Jeff Eggleston stated that an MOU is needed with the union. Commissioner Benjamin Kafferlin then added the MOU will get passed by the Commissioners at a public meeting.

Approval of the non-union salary increases: Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the 3% increase for the DHS non-union employees as listed.

**Human Services
2023 Raises**

Job Title	3%	2022 Hourly	3%	2023 Hourly	2023 Annual
D&A Supervisor	Non Union	\$23.47	\$0.70	\$24.17	\$47,131.50
DD Supervisor	Non Union	\$23.47	\$0.70	\$24.17	\$47,131.50
CYS Supervisor	Non Union	\$23.47	\$0.70	\$24.17	\$47,131.50
CYS Supervisor	Non Union	\$23.47	\$0.70	\$24.17	\$47,131.50
EI Supervisor	Non Union	\$23.47	\$0.70	\$24.17	\$47,131.50
CYS Supervisor	Non Union	\$23.47	\$0.70	\$24.17	\$47,131.50
Fiscal Officer 2	Non Union	\$28.68	\$0.86	\$29.54	\$57,603.00
MH Supervisor	Non Union	\$23.47	\$0.70	\$24.17	\$47,131.50
EI Therapeutic Activities Services	Non Union	\$30.05	\$0.90	\$30.95	\$60,352.50
DD Program Specialist 1	Non Union	\$25.06	\$0.75	\$25.81	\$50,329.50
CYS Administrator	Non Union	\$35.84	\$1.08	\$36.92	\$71,994.00
MH Program Manager 1	Non Union	\$33.53	\$1.01	\$34.54	\$67,353.00
Fiscal Officer 2	Non Union	\$31.67	\$0.95	\$32.62	\$63,609.00
DD Program Specialist 1	Non Union	\$30.62	\$0.92	\$31.54	\$61,503.00
Intake Program Manager 1	Non Union	\$30.08	\$0.90	\$30.98	\$60,411.00
HS Administrator	Non Union	\$43.59	\$1.31	\$44.90	\$87,555.00
MH Supervisor	Non Union	\$26.11	\$0.78	\$26.89	\$52,435.50
D&A Director and Deputy Director HS	Non Union	\$38.29	\$1.15	\$39.44	\$76,908.00
CYS Supervisor	Non Union	\$23.47	\$0.70	\$24.17	\$47,131.50
DD/EI Program Manager 1	Non Union	\$32.48	\$0.97	\$33.45	\$65,227.50
CYS Supervisor	Non Union	\$26.07	\$0.78	\$26.85	\$52,357.50

Total EEs: 21

Commissioner Jeff Eggleston stated that this is in line with all other raises given.

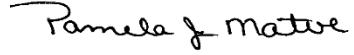
With nothing further, the above motion was called to question and the motion carried unanimously.

Adjournment

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to adjourn the meeting.
Motion carried unanimously.

Meeting adjourned at 1:56 p.m.

Respectfully,



Pamela J. Matve
Chief Clerk

