

Warren County Salary Board Minutes
August 11, 2022 1:00 p.m.
Commissioners Conference Room

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

Staff Present: Pamela J. Matve, Chief Clerk, Lisa Hagberg, Finance Director, and Krystle Ransom, Director of Elections

Citizens Present:

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

Approval of Minutes: Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve the minutes from the July 13, 2022 meeting.

Old Items:

Bonuses for HR Benefits Administrator and Finance Administrator: Commissioner Jeff Eggleston stated that while he realized that this was tabled from the last meeting, he thought they were to discuss this further.

Commissioner Benjamin Kafferlin stated that at the last meeting Lisa Hagberg, Finance Director was requesting wage adjustments and we told her she would have to do that at budget time. She is now changing this to bonus.

Lisa Hagberg, Finance Director stated that the HR Administrator has been gone for 16 weeks, and going by the past calculation she has figures that both Kaylan Miller and Reilly Enlow be given bonuses for picking up the additional responsibilities. She stated that she is figuring this amount to be \$ 3,509.80 each.

Commissioner Benjamin Kafferlin stated that in figuring the bonuses, we take off the first four weeks, as everyone does assume some extra duties for a period of time. Therefore, the bonus should be calculated on 12 weeks. After doing a calculation, he has come up with a figure of \$2,632.35 for each of them.

$\$25.07 \times 35 \text{ hours} = \877.45 per week . $\$877.45 \times 12 \text{ wks.} = \$10,529.40$; divide that in half and the bonus amount would be \$5,264.70. We then will divide that between the two people for a total of \$2,632.35 each.

Motion was made by Commissioner Jeff Eggleston, seconded by Commissioner Benjamin Kafferlin to approve bonuses in the amount of \$2,632.35 for Kaylan Miller and Reilly Enlow for taking on the additional duties in the absence of an H.R. Administrator. Motion carried unanimously.

New Business:

Wage Increase for Elections Director: Krystle Ransom, Director of Elections presented her research as to why she is requesting a wage increase to \$56,000.00 per year.

The elections office follows the rules and regulation of the Department of State, and she takes a lot of flak from people when they go to the wrong polling location because they forgot to change their voter registration etc.

Her wage was cut from what the prior Director of Elections left at. She then reviewed that other sixth class counties have staff. She was figuring that with the Directors wages and the staff she came up with her figure of \$56,000,000 as she does the job herself and does not have a staff.

She stated that the budget held an amount for consulting fees to which she did not use, and with Act 88, part of this can cover the increase in wage. It can also cover part of the assistants' wages, along with printing and other expenses.

Commissioner Tricia Durbin stated that she reviewed the information that was presented and she did a calculation of the Director of Elections and the average wage of the Director of Elections is \$42,106.00. Commissioner Tricia Durbin stated that she did not take the staff wages into consideration, therefore the wage she is making is right in line with other Directors from other counties.

Commissioner Jeff Eggleston stated that other counties have added staff that Krystle does not.

Commissioner Benjamin Kafferlin asked that this discussion be continued in a brief executive session.

Krystle stated that if she had a deputy, they would be making \$30,000 and if you add that to my salary it would be more than the \$56,000.00, she is requesting.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Tricia Durbin to move to a brief executive session. Motion carried unanimously.

Executive session took place at 1:15 p.m. and normal meeting returned at 1:35 p.m.

Commissioner Benjamin Kafferlin stated that by giving an increase mid-year goes against precedence that has been set that we do not do this until budget session for the next year.

That being said, we have given increases once a probationary period has been reached and he feels that now is the time as her probation period is up. Therefore, he could support giving her a wage that the prior Director of Elections would have been making today which is \$47,867.80.

He then stated that they would want to revisit any other amount during the budget sessions.

Motion was made by Commissioner Benjamin Kafferlin, seconded by Commissioner Jeff Eggleston to approve a salary increase for Krystle Ransom, Director of Elections to \$47,867.80.

Commissioner Tricia Durbin stated that from her perspective she would like to understand how other counties handle their elections departments.

Commissioner Jeff Eggleston stated that he feels that the elections department is under staffed, and either additional staff be hired or a wage increase given.

Dennis Munksgard, Treasurer recognized the job Krystle has done. We are not far from budget season and the issues we are having with settling the union contracts puts us in a tough spot.

He asked that she accept our efforts, and allow us to revisit during budgets and give us time to research what other counties do in the elections department.

With no further discussion the above motion was called and the motion carried unanimously.

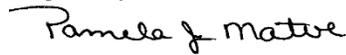
Adjournment

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

Meeting adjourned at 1:45 p.m.

Executive Session: 1:15 – 1:35

Respectfully,



Pamela J. Matve
Chief Clerk

