

**Walworth County Board of Supervisors  
Human Resources Committee Meeting Minutes  
SPECIAL MEETING  
Tuesday, November 10, 2020 at 3:15 PM  
Walworth County Government Center, County Board Room 114  
100 West Walworth Street, Elkhorn, Wisconsin**

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Chair Susan Pruessing called the meeting to order at 3:15 p.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Susan Pruessing; Vice Chair Rick Stacey; and Supervisors Kathy Ingersoll, Kenneth Monroe, and Ryan Simons. A quorum was declared.

**Others in Attendance:**

County Board Supervisors: David Weber, Bryan Holt, Nancy Russell

County Staff: County Administrator Mark W. Luberda; Human Resources Director Kate Bishop; Corporation Counsel/Director of Land Use Resource Management (LURM) Michael Cotter; Superintendent of Institutions Elizabeth Aldred; Finance Director Jessica Conley; Finance Manager Stacie Johnson; Clerk of Circuit Court Kristina Secord; Public Works Director Richard Hough; County Clerk Kimberly Bushey; Veterans Service Officer Nathan Bond

**On motion by Vice Chair Stacey, second by Supervisor Simons, the agenda was approved with no withdrawals.**

**On motion by Supervisor Monroe, second by Supervisor Ingersoll, the October 21, 2020 Human Resources Committee meeting minutes were approved.**

**Public Comment** – There was none.

**New Business**

7a. Resolution No. 47-11/20 Revising the Pay Range for the Casual Jury Bailiff Position at the Clerk of Courts Office

Human Resources Director Kate Bishop explained this Resolution was approved for 2021. Clerk of Circuit Court Kristina Secord is requesting this be approved and implemented for the next pay period in November. Secord stated there was a meeting this afternoon with the Judges and there may be a decrease in the amount of Jury Trials this year, but she still feels this increase in pay is important and would be appreciated because of the work involved for the Jury Bailiffs. **Vice Chair Stacey offered a motion, second by Supervisor Ingersoll, to approve Resolution No. 47-11/20 Revising the Pay Range for the Casual Jury Bailiff Position at the Clerk of Courts Office. Motion carried 5-0.**

7b. Resolution No. 48-11/20 Authorizing an Increase in the Per Diem Rate for the Citizen Members of the Walworth County Board of Canvass and Tabulators

Bishop distributed an Amended Resolution No. 48-11/20 and noted a change to the Policy and Fiscal Note. County Clerk Kimberly Bushey provided explanation for the request to increase the per diem rate. She stated there is concern that those who have helped in the past will not be interested in assisting during the anticipated recount, due to concerns related to COVID-19. In addition, the recount may be occurring over Thanksgiving, so Bushey hopes this increase will incentivize tabulators to help. Discussion followed where Bushey explained the typical work day for these volunteers, how she plans to obtain volunteers, and

addressed concerns regarding COVID-19 and the holiday weekend. Bushey also clarified who will be responsible for the cost of the recount. If there is no change in the outcome of the election, the costs will be reimbursed by the candidate requesting the recount. If there is a change in the outcome, then the County would be responsible for those costs. At the request of Supervisor David Weber, Bushey provided an overview of the recount process. **Supervisor Simons offered a motion, second by Vice Chair Stacey, to approve Amended Resolution No. 48-11/20 Authorizing an Increase in the Per Diem Rate for the Citizen Members of the Walworth County Board of Canvass and Tabulators. Motion carried 5-0.**

**Reports/Announcements by Chair** – There were none.

**Confirmation of next meeting:** The next meeting was confirmed for Wednesday, November 18, 2020 at 3:30 p.m.

### **Adjournment**

**On motion by Supervisor Monroe, second by Vice Chair Stacey, Chair Pruessing adjourned the meeting at 3:28 p.m.**

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Submitted by Lindsey Ross, Administrative Assistant. Meeting minutes were approved at the November 18, 2020 Human Resources Committee meeting.