

Personnel/Labor Committee
January 12, 2023 – 6:30 PM
County Board Room

1. Call to Order/Roll Call

Members Present: _Mike Hilmes, Gary Arentsen, Nelson Heinzmann, Mike Streiker, Dave Veizer, & Brad Knolhoff.

2. Recognition of Guests: Sheriff Dan Travous

3. Public Comments: None.

4. Approval of December 2022 minutes: N/A.

5. Old Business: None

6. New Business:

a. Sheriff Office Employee resignation with payout claim.

Deputy Travis Becherer resigned and his payout claim total is \$10,282.66. Dan Travous confirmed how payout amount was determined and the provided information is correct. Motion to approve by Mike Hilmes; Second by Nelson Heinzmann. Motion Carried.

b. Circuit Clerk Office Employee retirement notice, with 1 sick day to be paid to IMRF.

Janet Musenbrock submitted Retirement notice for 2/2024, with 1 sick day pay to IMRF. No additional payout requested. All members had questions regarding the reason for the 1 sick day pay to IMRF. Brad will see Rod Kloeckner at Executive Committee meeting, on January 13, 2023, where he'll get clarification on this. Motion to table by Mike Streiker; Second by Dave Veizer. Motion carried.

c. Lateral Transfer Memorandum of Understanding - Sheriff Travous.

Sheriff Dan Travous explained the memorandum. Numerous questions asked by members. Discussed and agreed that additional language into MOU should be inserted regarding retroactive hire date and approved annually by County Board before offer of employment. After additional language was inserted into MOU, Brad will send to JD for his review and approval. Motion to approve by Dave Veizer; Second by Mike Streiker. Motion Carried.

7. Adjourn

Motion to adjourn @ 7:30PM made by Mike Streiker; Second by Nelson Heinzmann. Motion Carried.

Personnel, Labor and Grievance Committee
February 14, 2023 – 6:30 PM
County Board Room

1. Call to Order/Roll Call

Members Present: _Mike Hilmes, Gary Arentsen, Nelson Heinzmann, Mike Streiker, Dave Veizer, & Brad Knolhoff. Member(s) Absent: Bruce Rapien. We have a Quorum.

2. Recognition of Guests: Deputy Dennis Perez, Highway Department Employee John Toedte and County Engineer Dan Behrens.

3. Public Comments: None.

4. Approval of January 2023 minutes: Motion to approve made by Mike Strieker; Second by: Gary Arentsen. All approved. Motion carried.

5. Old Business: None

6. New Business:

a. Highway Department Employee requesting Leave of Absence, per County Code.

John Toedte appears before committee to request Leave of Absence due to an injury he sustained at his residence on Saturday, February 11, 2023. Mr. Toedte explained his injuries as told to him by his treating physician. He advised the doctor ordered a period of physical therapy to determine if that would resolve his medical issue. However, doctor also recommended he schedule surgery, just in case PT doesn't resolve it, and it's scheduled for March 27th, which is the earliest date he could get. He doesn't know exactly how long he'll be off work. He anticipates filing for FMLA but has yet to receive the paperwork. He was advised the FMLA paperwork was in the mail. He doesn't want to take all of his "paid" leave benefits, pursuant to Clinton County FMLA regulation, but requests to take 4.25 days of accrued sick leave and 3.94 days of accrued comp time. He then requested to take a Leave of Absence, after "paid" leave time ran out, for the remainder of time he is seeking medical care. Clinton County Engineer Dan Behrens was present. He voiced his opinion that he has no issues with Mr. Toedte taking a Leave of Absence in order to obtain medical care. Mr. Toedte's "paid" leave time will start on February 13th and end on February 23rd, to include Holiday pay for the 20th of February. His Leave of Absence begins on February 24th and will end when he is released to return to work, without any restrictions. Motion to approve Leave of Absence made by Mike Streiker; Second by Dave Veizer. All approved. Motion Carried.

b. **Sheriff's Office Employee resignation with payout claim.**

Deputy Jeffrey Vernatti submitted his resignation that took effective January 4, 2023, and his payout claim that totaled \$21,702.88, per his Collective Bargaining Agreement. No further questions by committee members. Motion to approve resignation and payout claim made by Gary Arentsen; Second by Nelson Heinzmann. All approved. Motion Carried.

7. **Adjourn**

Motion to adjourn @ 6:56PM made by Dave Veizer; Second by Gary Arentsen. All approved. Motion Carried.

Personnel, Labor and Grievance Committee
March 14, 2023 – 6:30 PM
County Board Room

1. Call to Order/Roll Call @ 6:30PM

Members Present: Gary Arentsen, Mike Hilmes, Nelson Heinzmann, Mike Streiker, Dave Veizer and Bruce Rapien. Also present was County Board Chairman Brad Knolhoff.
Quorum established.

2. Recognition of Guests: Dr. Kenny Brown, DVM

3. Public Comments: None.

4. Approval of February 2023 minutes: Motion to approve made by Mike Hilmes; Second by Dave Veizer. All approved. Motion carried.

5. Old Business: None

6. New Business: Committee met with Dr. Kenny Brown, DVM, to discuss the position of Animal Control Administrator. After talking with Dr. Brown, committee recommended County Board Chairman Knolhoff to appoint Dr. Brown for that position, with further advisement from full County Board. This matter will go to the March 20, 2023 County Board meeting for further advisement.

7. Next meeting is: April 11, 2023 @ 6:30PM

8. Adjourn

Motion to adjourn @ 7:14PM made by Mike Streiker; Second by Dave Veizer. All approved.
Motion Carried.

Personnel, Labor and Grievance Committee
April 11, 2023 – 6:30 PM
County Board Room

1. Call to Order/Roll Call @ 6:30PM

Members Present: Gary Arentsen, Mike Hilmes, Nelson Heinzmann, Mike Streiker, Dave Veizer and Bruce Rapien. Also present was County Board Chairman, Brad Knolhoff. Quorum established.

2. Recognition of Guests: None

3. Public Comments: None.

4. Approval of March 14, 2023 minutes: Motion to approve made by Bruce Rapien; Second by Dave Veizer. Motion carried; 6-0.

5. Old Business: None

6. New Business:

a) Discussed Clinton County Sheriff's Office employee, Miranda Campbell's resignation, effective April 1, 2023, and her maximum payout claim of \$6,097.39 for unused sick leave, comp. time, and Holiday time, per Collective Bargaining Agreement. Motion to accept resignation and approve maximum payout claim was made by Mike Hilmes: Second by Dave Veizer. Motion carried; 6-0.

b) Discussed Treasury Dept. employee, Irma Kohrmann's, resignation (due to retirement), effective January 19, 2024 and maximum payout claim of \$23,312.80, for anticipated unused sick leave, comp. time, and Holiday time, per Collective Bargaining Agreement. Motion to accept Resignation, and approve maximum payout to Ms. Kohrmann, upon retirement, was made by Bruce Rapien: Second by Mike Streiker. Motion carried; 6-0

c) Discussed the request from Denise Trame, County Treasurer, to hire a new employee to train and replace Ms. Kohrmann, prior to Ms. Kohrmann's retirement. Committee decided County Treasurer to hire a new employee as Deputy Collector, contingent the new employee also handles the collection of Rabies tag fees for Animal Control and contingent upon 50 percent of the salary coming from Animal Control. Motion to approve was made by Bruce Rapien; Second by Nelson Heinzmann. Motion carried; 6-0.

d) Next meeting is: May 9, 2023 @ 6:30PM

e) Adjourn: Motion to adjourn @ 7:14PM made by Mike Streiker; Second by Dave Veizer. Motion Carried; 6-0.

Personnel, Labor and Grievance Committee
June 13, 2023 – 6:30 PM
County Board Room

1. Call to Order/Roll Call @ 6:30PM

Members Present: Gary Arentsen, Mike Hilmes, Mike Streiker, Dave Veizer and Bruce Rapien. Also present was County Board Chairman, Brad Knolhoff. Absent: Nelson Heinzmann. Quorum established.

2. Recognition of Guests: None

3. Public Comments: None.

4. Approval of April 11, 2023 minutes: Motion to approve made by Bruce Rapien; Second by Dave Veizer. Motion carried; 5-0.

5. Old Business: None

6. New Business:

a) Discussed Nadine Kuhn's letter of resignation, effective June 2, 2023, and her maximum payout claim of \$202.30 for unused comp. time, per Collective Bargaining Agreement. Motion to accept resignation and approved maximum payout claim was made by Bruce Rapien: Second by Mike Streiker. Motion carried; 5-0.

b) Next meeting is: July 11, 2023 @ 6:30PM

c) Adjourn: Motion to adjourn @ 7:05PM made by Mike Hilmes; Second by Dave Veizer. Motion Carried; 5-0.

Personnel, Labor and Grievance Committee
July 11, 2023 – 6:00 PM
County Board Room

1. Call to Order/Roll Call @ 6:00PM

Members Present: Gary Arentsen, Mike Hilmes, Mike Strieker, and Nelson Heinzmann. Also present was County Board Chairman, Brad Knolhoff, and Board Member Ken Knolhoff. Absent: Dave Veizer and Bruce Rapien. Quorum established.

2. Recognition of Guests: Chris Leidel and Neal Richter

3. Public Comments: None.

4. Approval of June 13, 2023 minutes: Motion to approve made by Mike Strieker; Second by Nelson Heinzmann. Motion carried; 4-0.

5. Old Business: None

6. New Business:

a) Health Department Admin., Chris Leidel, discussed the reasoning for creating new position of Sanitarian. This position is to help with the inspection of Food service businesses, water wells, and septic systems throughout the county. Motion to create new Sanitarian position which is to be fully funded by Grant money only, and the position will be dissolved when Grant money runs out, was made by Mike Strieker: Second by Nelson Heinzmann. Motion carried; 4-0.

b) Neal Richter discussed his current job certifications.

Next meeting is: August 8, 2023 @ 6:30PM

Adjourn: Motion to adjourn @ 7:20PM made by Gary Arentsen; Second by Mike Strieker. Motion Carried; 4-0.

Personnel, Labor and Grievance Committee
August 8, 2023 – 6:30 PM
County Board Room

1. Call to Order/Roll Call @ 6:30PM

Members Present: Gary Arentsen, Mike Hilmes, Mike Streiker, Bruce Rapien and Nelson Heinzmann. Also present was County Board Chairman, Brad Knolhoff. Absent: Dave Veizer. Quorum established.

2. Recognition of Guests: Neal Richter and Board Member, Ken Knolhoff.

3. Public Comments: None

4. Approval of July 13, 2023 minutes: Changes made on July meeting minutes as to time of August 8, 2023 meeting was made. Motion to approve minutes after changes was made by Mike Strieker; Second by Nelson Heinzmann. Motion carried; 5-0.

5. Old Business: Neal Richter advised committee that Illinois Department of Transportation approved his prior experience and qualification to be Program Manager for Bridge Inspections. He requested additional compensation. Motion to table was made by Mike Hilmes; Second by Gary Arentsen. Motion carried; 5-0.

6. New Business:

- a)** Jill Martin, Circuit Clerk employee, submitted her Resignation and a payout claim of \$1,966.04, for 92 hours of unused vacation. Motion to approve same was made by Mike Hilmes; Second by Nelson Heinzmann. Motion carried; 5-0.

Next meeting is: September 12, 2023 @ 6PM

Adjourn: Motion to adjourn @ 7:10PM made by Gary Arentsen; Second by Mike Strieker. Motion Carried; 5-0.

Personnel, Labor and Grievance Committee
September 12, 2023 – 6:00 PM
County Board Room

1. Call to Order/Roll Call @ 6:00PM

Members Present: Gary Arentsen, Mike Hilmes, Bruce Rapien and Nelson Heinzmann. Also present was County Board Chairman, Brad Knolhoff. Absent: Dave Veizer and Mike Streiker. Quorum established.

2. Recognition of Guests: Neal Richter and Casey Rodely

3. Public Comments: None

4. Approval of August 8, 2023 minutes: Motion to approve minutes was made by Nelson Heinzmann; Second by Bruce Rapien. Motion carried; 4-0.

5. Old Business:

a) Met with County Highway Dept. E-Employee/Steward and Union Representative.

New Business:

a) Met with County Highway Department Maintenance Employee's Union representatives and discussed new Union Contract demand/offer.

b) Motion to eliminate County Highway E-Employee's contract was made by Gary Arentsen; Second by Nelson Heinzmann. Motion carried; 4-0.

c) Discussion on Responding to Telecommunications employee's request to open discussions for new Union Contract. Will contact their Union Representative and try to meet and discuss new contract at next Personnel Committee Meeting at 6pm, on October 10, 2023.

Adjourn: Motion to adjourn @ 7:25PM made by Nelson Heinzmann; Second by Bruce Rapien. Motion Carried; 4-0.

Personnel, Labor and Grievance Committee
October 10, 2023 – 6:00 PM
County Board Room

1. Call to Order/Roll Call @ 6:00PM

Members Present: Gary Arentsen, Mike Hilmes, Bruce Rapien, Dave Veizer, and Nelson Heinzmann. Also present was County Board Chairman, Brad Knolhoff. Absent: Mike Streiker. Quorum established.

2. Recognition of Guests: None

3. Public Comments: None

4. Approval of September 12, 2023 minutes: Motion to approve minutes was made by Gary Arentsen; Second by Bruce Rapien. Motion carried; 5-0.

5. Old Business: None

6. New Business:

a) Discussed how to plan for a resolution for the new law, Paid Leave for All Workers Act (PLAW), which takes effective January 1, 2024. Still waiting on guidelines from Illinois Department of Labor, who have informational webinars scheduled in October and November. Mike Hilmes plans on attending one of the webinars.

b) Met with 9-1-1 Telecommunicators Union representatives and discussed new Union Contract.

Adjourn: Motion to adjourn @ 7:25PM made by Nelson Heinzmann; Second by Gary Arentsen. Motion Carried; 5-0.

**Personnel, Labor and Grievance Committee
Meeting Minutes
November 14, 2023 – 6:00 PM
County Board Room**

1. Call to Order/Roll Call @ 6:00PM

Members Present: Gary Arentsen, Mike Hilmes, Dave Veizer, Mike Streiker, and Nelson Heinzmann. Also present was County Board Chairman, Brad Knolhoff. Absent: Bruce Rapien. Quorum established.

2. Recognition of Guests: None

3. Public Comments: None

4. Approval of October 10, 2023 minutes: Motion to approve minutes was made by Nelson Heinzmann; Second by Dave Veizer. Motion carried; 5-0.

5. Old Business: None

6. New Business: a) Discussed updating travel expense reimbursement for meals. Motion to approve a Resolution to amend County Code 1-7-5 (C)(2)(a) to \$15, (C)(2)(b) to \$15, (C)(2)(c) to \$25 and (C)(2)(d) to \$50 was made by Dave Veizer; Second by Gary Arentsen. Motion carried; 5-0.

Adjourn: Motion to adjourn @ 6:40PM made by Nelson Heinzmann; Second by Dave Veizer. Motion Carried; 5-0.

**Personnel, Labor and Grievance Committee
Meeting Minutes
December 12, 2023 – 6:00 PM
County Board Room**

1. Call to Order/Roll Call @ 6:00PM

Members Present: Gary Arentsen, Mike Hilmes, Bruce Rapien, Mike Strieker, and Nelson Heinzmann. Also present was County Board Chairman, Brad Knolhoff. Absent: Dave Veizer. Quorum established.

2. Recognition of Guests: None

3. Public Comments: None

4. Approval of November 2023 minutes: Motion to approve minutes was made by Nelson Heinzmann; Second by Bruce Rapien. Motion carried; 5-0.

5. Old Business: None

6. New Business:

a) Discussed “Paid Leave for All Workers Act”, which takes effective January 1, 2024. Information was developed to create a Resolution and will be forwarded to State Attorney’s office for their further handling and review.

b) Discussed hiring an Attorney for Arbitration with FOP unions, (Road Deputies, Corrections, and 9-1-1 Telecommunicators). State’s Attorney Brandmeyer is currently seeking one.

7. Adjourn: Motion to adjourn @ 6:38PM made by Mike Strieker; Second by Nelson Heinzmann. Motion Carried; 5-0.

NEXT MEETING IS: JANUARY 9, 2024 @ 6pm