

ORDINANCE NO. 2013-26

Establish procedure to set elected official salaries

WHEREAS, the Jefferson County Register of Deeds, Clerk, Treasurer, Sheriff and Clerk of Court are elected to four-year terms with the Sheriff and Clerk of Court elections being in 2014, and the County Clerk, Register of Deeds and Treasurer next elected in 2016, and

WHEREAS, Section 59.22(1), Wisconsin Statutes, requires the Board to establish the compensation for these elective offices before the earliest time for filing nomination papers prior to each election cycle, and

WHEREAS, compensation needs to be established for the Clerk of Court and Sheriff before April 15, 2014, which is the earliest time for filing nomination papers in this cycle, and

WHEREAS, the Human Resources Committee through many election cycles has sought an objective method of establishing salaries for these offices, and

WHEREAS, the County had a Compensation Study done in 2012 for all county employees (except the Sheriff's Department deputies) which study also evaluated the elected positions and, based on the duties of said positions, recommended that the following pay grades be assigned to the various positions:

County Clerk	Grade 12
Clerk of Court	Grade 12
Register of Deeds	Grade 10
Treasurer	Grade 10
Sheriff	Grade 16

AND WHEREAS, for these offices the Human Resources Committee recommends establishing salaries by use of the same evaluation process used for other employees and further recommends assigning all elected officials to the mid-point of each pay grade, Step 6, for the duration of the four-year term in the amount that Step 6 is as of the day before the earliest time for filing nomination papers for said office in each election cycle, which amount shall remain unchanged during the balance of the four-year term,

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Pursuant to Section 59.22(1), Wisconsin Statutes, salaries for each upcoming term of the elected offices of County Clerk, Clerk of Court, Register of Deeds, Treasurer and Sheriff, shall be determined by reference to Step 6 of the salary grades as set forth above for each

office as of the day before the earliest time for filing nomination papers for said office in each successive election cycle, which salary shall remain unchanged for said four-year term.

BE IT FURTHER ORDAINED that county elected officials are entitled to participate in the Wisconsin Retirement System in accordance with law and the County shall pay its share of contributions required by law.

AND BE IT FURTHER ORDAINED that the aforementioned county officials are entitled to participate in the County's health, dental, vision, disability, life insurance, Section 125B and other programs on the same terms and conditions as may be modified from time which apply to nonrepresented managerial employees with such variances as may be applicable to the Sheriff based on his law enforcement status.

BE IT FURTHER ORDAINED that the foregoing elected officials may request a salary grade review prior to the year of election for their office in the same manner as is applicable to other county employees requesting salary grade reviews.

Section 2. This ordinance shall be effective after passage and publication as provided by law.

Fiscal Note: The compensation increase for the five elected officials subject to this is \$85,155 through 2018, which is all four years of the upcoming terms for the Sheriff and Clerk of Court and the first two years of the terms for the Treasurer, County Clerk and Register of Deeds. (See the attached letter from Carlson-Dettmann, the 2013 pay chart and data reflecting salaries of Sheriffs and Clerks of Court in Jefferson and other counties.)

Adopted by the Jefferson County Board of Supervisors this 11th day of February 2014.

s/John Molinaro
John Molinaro
Chair

ATTEST:

s/Barbara A. Frank
Barbara A. Frank, County Clerk

Published this 14th day of February 2014.

Ayes__28__ Noes__0__ Abstain____ Absent__1__ Vacant__1__
(Borland)

Requested by
Human Resources Committee

02-11-14

Phil Ristow: 02-06-14

Carlson Dettmann Consulting, LLC

Date: March 11, 2013

To: Terri Palm, Human Resources Director

From: Katie McCloskey, Human Resource Consultant

Re: Recommendations of Grade Placement for Elected Officials in Jefferson County

As part of the 2012 Compensation Study, Carlson Dettmann Consulting was asked for our recommendation on where the elective offices of Clerk of Circuit Court, County Clerk, County Treasurer, Register of Deeds and Sheriff would be placed on Jefferson County's approved salary structure if the respective elected positions were eligible to be included in that compensation plan. It is understood that it would be impractical for the salaries for these elective positions to be included in that compensation plan due to the fact that, in accordance with §59.22 (1)(a)1., Wis. Stats., the salaries must be established by the County Board before the earliest time for filing nomination papers for these offices for the ensuing term, and also that "a county board may not adopt a step-salary plan for elective offices related to experience of the officeholder as compensation is for the office, not the officer, and the officer is entitled to the compensation as an incident of the office." (61 Atty. Gen. 165, 403.) The County has advised us that the recommendation we are being asked to provide will be one of various considerations used by the Human Resource Committee when it makes a recommendation to the County Board regarding the salaries for these elective offices.

It is our recommendation that, if the elected officials were legally allowed to be placed on the approved 2013 structure, which as explained above they cannot, they would be placed in the following grades:

- Sheriff-Grade 16
- Clerk of Courts-Grade 12
- County Clerk-Grade 12
- County Treasurer-Grade 10
- Register of Deeds-Grade 10

Please let me know if you have questions or concerns.

Cc: Charlie Carlson

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JEFFERSON COUNTY

2013 STRUCTURE - HOURLY FORMAT

Grade	Minimum					Control Point					Maximum
	87.5%	90.0%	92.5%	95.0%	97.5%	100.0%	102.5%	105.0%	107.5%	110.0%	112.5%
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
22	\$48.25	\$49.63	\$51.00	\$52.38	\$53.76	\$55.14	\$56.52	\$57.90	\$59.28	\$60.65	\$62.03
21	\$46.52	\$47.84	\$49.17	\$50.50	\$51.83	\$53.16	\$54.49	\$55.82	\$57.15	\$58.48	\$59.81
20	\$44.77	\$46.05	\$47.33	\$48.61	\$49.89	\$51.17	\$52.45	\$53.73	\$55.01	\$56.29	\$57.57
19	\$43.04	\$44.27	\$45.50	\$46.73	\$47.96	\$49.19	\$50.42	\$51.65	\$52.88	\$54.11	\$55.34
18	\$41.31	\$42.49	\$43.67	\$44.85	\$46.03	\$47.21	\$48.39	\$49.57	\$50.75	\$51.93	\$53.11
17	\$39.57	\$40.70	\$41.83	\$42.96	\$44.09	\$45.22	\$46.35	\$47.48	\$48.61	\$49.74	\$50.87
16	\$37.84	\$38.92	\$40.00	\$41.08	\$42.16	\$43.24	\$44.32	\$45.40	\$46.48	\$47.56	\$48.65
15	\$36.10	\$37.13	\$38.17	\$39.20	\$40.23	\$41.26	\$42.29	\$43.32	\$44.35	\$45.39	\$46.42
14	\$34.37	\$35.35	\$36.33	\$37.32	\$38.30	\$39.28	\$40.26	\$41.24	\$42.23	\$43.21	\$44.19
13	\$32.63	\$33.56	\$34.49	\$35.43	\$36.36	\$37.29	\$38.22	\$39.15	\$40.09	\$41.02	\$41.95
12	\$30.90	\$31.78	\$32.66	\$33.54	\$34.43	\$35.31	\$36.19	\$37.08	\$37.96	\$38.84	\$39.72
11	\$29.16	\$30.00	\$30.83	\$31.66	\$32.50	\$33.33	\$34.16	\$35.00	\$35.83	\$36.66	\$37.50
10	\$27.43	\$28.22	\$29.00	\$29.78	\$30.57	\$31.35	\$32.13	\$32.92	\$33.70	\$34.49	\$35.27
9	\$25.69	\$26.42	\$27.16	\$27.89	\$28.63	\$29.36	\$30.09	\$30.83	\$31.56	\$32.30	\$33.03
8	\$23.96	\$24.64	\$25.33	\$26.01	\$26.70	\$27.38	\$28.06	\$28.75	\$29.43	\$30.12	\$30.80
7	\$22.23	\$22.86	\$23.50	\$24.13	\$24.77	\$25.40	\$26.04	\$26.67	\$27.31	\$27.94	\$28.58
6	\$20.49	\$21.08	\$21.66	\$22.25	\$22.83	\$23.42	\$24.01	\$24.59	\$25.18	\$25.76	\$26.35
5	\$18.75	\$19.29	\$19.82	\$20.36	\$20.89	\$21.43	\$21.97	\$22.50	\$23.04	\$23.57	\$24.11
4	\$17.02	\$17.51	\$17.99	\$18.48	\$18.96	\$19.45	\$19.94	\$20.42	\$20.91	\$21.40	\$21.88
3	\$15.06	\$15.49	\$15.92	\$16.35	\$16.78	\$17.21	\$17.64	\$18.07	\$18.50	\$18.93	\$19.36
2	\$13.33	\$13.71	\$14.09	\$14.47	\$14.85	\$15.23	\$15.61	\$15.99	\$16.37	\$16.75	\$17.13
1	\$11.80	\$12.13	\$12.47	\$12.81	\$13.14	\$13.48	\$13.82	\$14.15	\$14.49	\$14.83	\$15.17

1 2 3 4 5 6 7 8 9 10 11

County	Census Data 2012 Estimate	Clerk of Courts	Sheriff
		2014 Salary	2014 Salary
Adams	20,679	\$58,470.69	\$75,373.79
Ashland	15,992	\$46,647.25	\$56,151.00
Barron	45,733	\$59,061.00	\$72,855.00
Bayfield	15,099	\$54,985.00	\$62,256.00
Brown	253,032	\$67,700.00	\$91,000.00
Buffalo	13,333	\$52,843.26	\$64,595.51
Burnett	15,382	\$52,793.00	\$66,158.00
X Calumet	49,634	\$60,011.00	\$82,782.00
X Chippewa	62,922	\$65,749.52	\$77,739.61
Clark	34,435	\$55,117.93	\$66,661.48
X Columbia	56,639	\$70,218.72	\$82,291.04
Crawford	16,560	\$53,059.00	\$61,522.00
Dane	503,523	\$94,267.00	\$131,309.00
X Dodge	88,415	\$64,349.00	\$83,982.00
Door	27,817	\$64,089.00	\$84,546.00
Douglas	43,785	\$60,090.35	\$75,797.96
Dunn	44,072	\$60,666.00	\$84,628.00
X Eau Claire	100,677	\$63,101.30	\$64,363.33
Florence	4,482	\$38,012.23	\$45,935.16
X Fond du Lac	101,843	\$72,215.45	\$73,659.76
Forest	9,206	\$41,572.70	\$42,404.15
Grant	51,087	\$53,615.00	\$65,518.00
Green	36,909	\$54,753.93	\$74,298.14
Green Lake	19,039	\$61,510.12	\$74,795.72
Iowa	23,807	\$51,529.00	\$65,264.00
Iron	5,934	\$47,891.00	\$58,876.00
Jackson	20,485	\$54,968.00	\$66,303.00
Jefferson	84,498	\$62,774.40	\$81,369.60
Juneau	26,631	\$55,711.00	\$56,211.00
Kenosha	167,936	\$79,839.00	\$96,991.00
Kewaunee	20,624	\$58,028.00	\$72,712.00
X La Crosse	116,461	\$72,539.00	\$100,688.00
Lafayette	16,853	\$45,759.00	\$46,674.00
Langlade	19,646	\$55,000.00	\$70,000.00
Lincoln	28,392	\$58,442.00	\$66,988.00
X Manitowoc	80,671	\$63,441.00	\$87,674.00
Marathon	134,735	\$76,876.00	\$97,843.00
Marinette	41,563	\$60,589.00	\$75,757.00

	Marquette	15,205	\$54,392.46	\$76,422.05
	Menominee	4,340	\$41,437.37	\$46,963.39
	Milwaukee	955,205	No response	No response
	Monroe	45,100	\$47,482.00	\$47,482.00
	Oconto	37,442	\$56,087.00	\$76,466.00
	Oneida	35,714	\$60,747.66	\$61,962.61
	Outagamie	178,816	\$75,444.00	\$93,932.00
	Ozaukee	86,823	\$74,657.54	\$76,262.67
	Pepin	7,390	\$48,251.00	\$63,000.00
	Pierce	40,814	\$58,124.00	\$75,275.00
	Polk	43,610	\$55,146.75	\$83,423.00
X	Portage	70,433	\$64,365.11	\$79,267.86
	Price	13,869	\$46,717.00	\$60,000.00
	Racine	194,797	\$77,358.00	\$77,358.00
	Richland	17,818	\$52,858.00	\$54,179.45
X	Rock	160,418	\$67,886.02	\$93,826.48
	Rusk	14,316	\$47,651.00	\$61,623.00
	St. Croix	85,242	\$63,786.38	\$64,743.18
X	Sauk	62,597	\$62,932.00	\$62,932.00
	Sawyer	16,581	\$50,195.60	\$66,838.00
	Shawano	41,607	\$54,253.20	\$55,202.63
X	Sheboygan	115,009	\$67,370.41	\$92,940.63
	Taylor	20,486	\$52,068.00	\$77,527.00
	Trempealeau	29,297	\$59,242.31	\$77,272.58
	Vernon	30,260	\$52,151.00	\$67,364.00
	Vilas	21,338	\$49,293.00	\$66,933.00
X	Walworth	102,851	\$74,871.98	\$100,051.74
	Washburn	15,826	\$51,312.32	\$62,335.92
X	Washington	132,661	\$70,375.32	\$89,154.20
	Waukesha	392,292	\$76,961.00	\$78,115.00
	Waupaca	52,131	\$64,915.92	\$83,582.64
	Waushara	24,461	\$59,351.00	\$79,948.00
	Winnebago	168,794	\$65,981.00	\$96,563.00
	Wood	74,424	\$65,447.20	\$95,659.20

X denotes comparable counties used in the 2012 Compensation Study conducted by Carlson Dettmann