



Human Resources

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057

Telephone: 507-357-8517 • Fax: 507-357-8607

Cindy Westerhouse – Human Resources Director

HUMAN RESOURCES

AGENDA ITEMS

January 17, 2023

The Le Sueur County Board of Commissioners and the Employee Recognition Committee would like to recognize the following employees on their significant length of service anniversary with Le Sueur County (4th quarter 2022).

Mike Grundhoffer	25 years	Highway Department
Michelle Mettler	25 years	Environmental, Planning and Zoning
Sally Weber	25 years	Human Services
Lori Brown	20 years	Sheriff's Office
Jim Whiteis	20 years	Sheriff's Office
Cari Krenik	15 years	Human Services
Lindsay Oakland	10 years	Human Services
Pat Pitlick	10 years	Highway Department

Recommendation to grant regular status to Laura Guddal, full time Public Health Supervisor in Public Health, effective January 12, 2023.

Recommendation to promote Jonathan Hammel, full time Planning Technician IV, Grade 9, Step 6 (C), \$29.31 per hour, promoted to Senior Planner in Environmental, Planning and Zoning, Grade 10, Step 5 (B), \$29.99 per hour, effective January 30, 2023.

Recommendation to approve the following wage adjustments, for all non-union employees in the Sheriff's Office, effective January 1, 2023:

- The starting pay for all non-union new hires in the Sheriff's Office will begin at Step D (7);
- All current non-union Sheriff's Office employees, who are at Step A (4), Step B (5), Step C (6) will have the following one-time 2023 wage adjustments:
 - a. A current employee will be placed at Step D (7).

Recommendation to approve the following wage adjustments, for all non-union employees in the Sheriff's Office, effective July 1, 2023:

- All current non-union Sheriff's Office employees who are at Step D (7), will have the following one-time 2023 wage adjustments:
 - a. A current employee will be placed at Step E (8).
- All current non-union Sheriff's Office employees, who are at Step E (8), Step F (9), Step G (10), Step H (11), will have the following one-time 2023 wage adjustments:
 - a. A current employee will receive an additional step.
- All current non-union Sheriff's Office employees, who are at Step I (12), will receive the following one-time Retention/Longevity Pay wage adjustment July 2023:
 - a. A current employee will receive a one-time retention/longevity pay bonus which equates to 3.5% of their current pay for the year of 2023 (2080 hours) in July 2023.

Equal Opportunity Employer



Human Resources

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057

Telephone: 507-357-8517 • Fax: 507-357-8607

Cindy Westerhouse – Human Resources Director

Recommendation to approve the following wage adjustments effective January 1, 2023:

- The starting pay for all non-union new hires in the Highway Department will begin at Step D (7);
- All current non-union Highway Department employees, who are at Step A (4), Step B (5), Step C (6) will have the following one-time 2023 wage adjustments:
 - a. A current employee will be placed at Step D (7).

Recommendation to approve the following wage adjustments, for all non-union employees in the Highway Department, effective July 1, 2023:

- All current non-union Highway Department employees who are at Step D (7), will have the following one-time 2023 wage adjustments:
 - b. A current employee will be placed at Step E (8).
- All current non-union Highway Department employees, who are at Step E (8), Step F (9), Step G (10), Step H (11), will have the following one-time 2023 wage adjustments:
 - a. A current employee will receive an additional step.
- All current non-union Highway Department employees, who are at Step I (12), will receive the following one-time Retention/Longevity Pay wage adjustment July 2023:
 - a. A current employee will receive a one-time retention/longevity pay bonus which equates to 3.5% of their current pay for the year of 2023 (2080 hours) in July 2023.

Recommendation to approve and sign the 2023 Service Agreement between Le Sueur County and SafeAssure.

Recommendation to accept the proposal from Baker Tilly, and to sign the Agreement, to conduct a compensation study for Le Sueur County.

Staffing Updates –

Retirements:

Bob Collins, part time Building and Grounds Worker in Building Maintenance, effective January 20, 2023. Bob has been employed with Le Sueur County since June 2012.

Promotions:

Theresa Kubes, full time Human Resources Coordinator, Grade 11, Step 8 (E), \$35.28 per hour, promoted to Human Resources Director in Human Resources, Grade 15, Step 5 (B), \$40.12 per hour, effective January 16, 2023.

New Hires:

Kole Baker, part time, regular Building and Grounds Worker in Building Maintenance, Grade 3, Step 4 (A), \$19.26 per hour, effective January 4, 2023.

Tyler Ongie, seasonal Building and Grounds Worker in Building Maintenance, Grade 3, Step 4 (A), \$19.26 per hour, effective January 4, 2023.

Equal Opportunity Employer



Human Resources

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057

Telephone: 507-357-8517 • Fax: 507-357-8607

Cindy Westerhouse – Human Resources Director

Mike Thrasher, temporary Building and Grounds Worker in Building Maintenance, Grade 3, Step 4 (A), \$19.26 per hour, effective January 4, 2023.

Anneli Soucek, full time Planning and Zoning Technician II in Environmental, Planning and Zoning, Grade 6, Step 4 (A), \$22.91 per hour, effective January 11, 2023.

Julie Hike, full time Planning and Zoning Technician I in Environmental, Planning and Zoning, Grade 5, Step 4 (A), \$21.62 per hour, effective January 11, 2023.

Cindy Jirak, temporary Eligibility Worker in Human Services, Grade 7, Step 5 (B), \$25.17 per hour, effective January 4, 2023.

Resignations:

Mayra Lala-Quito, full time Agency Social Worker in Human Services, effective January 27, 2023. Mayra was employed with Le Sueur County since February 2022.