



DANE COUNTY DEPARTMENT of PUBLIC WORKS, HIGHWAY and TRANSPORTATION

County Executive

2302 Fish Hatchery Road ♦ Madison, Wisconsin 53713-2495

Commissioner / Director

Joe Parisi

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Gerald J. Mandli

TO: Chair and Members of the Personnel and Finance Committee

FROM: Gerald J. Mandli, Commissioner / Director

DATE: November 11, 2021

RE: Highway Crew Leader Position Vacant for More Than Six Months, Position #829

County Ordinance 29.52(15) requires the Personnel and Finance Committee and the County Executive to approve filling positions that are vacant longer than six (6) months. Crew Leader position (former Mechanic position) #829 for the Department of Public Works, Highway and Transportation was left unfilled for more than 6 months. There is now a need to fill this position.

What is the nature of the work or what is the essential function of the position?

Lead Highway Crews in the maintenance and construction of County and State Highways. Winter maintenance activities including emergency dispatch, snow plowing and post storm crew clean-up.

How has this function been fulfilled without this position?

Duties were covered by other staff.

What will be the impact on the Department's function and mission if the position remains vacant?

The Highway Department will not have sufficient staff to cover routine maintenance and winter maintenance activities.