



# DANE COUNTY DEPARTMENT of PUBLIC WORKS, HIGHWAY and TRANSPORTATION

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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 Skilled Laborer Position Vacant for More Than Six Months, Position #856

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. Highway skilled Laborer position (former Tire Repair position) #856 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?**

Skilled Laborers perform road construction and maintenance work and are essential to winter snow plow operations. This position needs to be filled to ensure there is sufficient staffing for snow plowing.

**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 winter maintenance activities.