



DANE COUNTY HIGHWAY and TRANSPORTATION



County Executive
Jamie Kuhn

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Commissioner / Director
Clement Abongwa

DATE: August 19, 2024

TO: Chair and Members of the Personnel and Finance Committee

FROM: Clement Abongwa, Commissioner / Director

RE: Mechanic Position Vacant for More Than Six Months, Position #771

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. Mechanic position #771 for the Highway and Transportation Department was left unfilled for more than six 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?

Mechanics perform maintenance on Highway equipment including winter snow plow equipment. This position needs to be filled to ensure that winter snow plow equipment will be inspected and repaired, as needed, for winter plowing season. Other equipment also needs to be repaired in a timely manner

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?

Equipment won't be repaired in a timely manner. Winter snow plow equipment will not be thoroughly inspected and repaired for winter plowing season.