

1 **2023 RES-425**

2 **AUTHORIZING THE RECLASSIFICATION OF THE TWO (2) CLERK III (G13) POSITIONS TO**  
3 **TWO (2) ACCOUNT CLERK III (G16) POSITIONS IN DANE COUNTY’S WASTE &**  
4 **RENEWABLES DEPARTMENT**

5 The Dane County Department of Waste & Renewables (W&R) has requested reclassification of  
6 a vacant Clerk III (G13) position (#2125) and a non-vacant Clerk III (G13) position (#3048) to  
7 Account Clerk III (G16). The Department of Administration – Employee Relations Division (ER)  
8 recommends approval of this request.

9 In terms of budget, W&R is one of the largest in the County, grossing over \$30M in revenue  
10 annually. W&R also operates as an enterprise fund, which means tipping fees and renewable  
11 natural gas revenue have to offset W&R operations. Administrative and accounting support is  
12 increasing critical to achieving these objectives.

13 Expanding W&R operations have significantly increased accounting transactions and  
14 transaction complexity. Reclassifying the vacant position to Account Clerk III will enable W&R to  
15 post a position that meets current needs. Reclassifying the non-vacant Clerk III position  
16 recognizes the incumbent’s mastery of W&R’s complex accounting and administrative work.

17 **NOW, THEREFORE, BE IT RESOLVED THAT** The Dane County Board of Supervisors  
18 authorizes the reclassification of positions #3048 and #2125 from Clerk III (G13) to Account  
19 Clerk III (G16) commensurate with the Department of Administration – Employee Relations  
20 Division recommendation.