

SALARY BOARD

June 29, 2026

Present at the meeting were:

R. Franklin Campbell
Brenda L. Watson
William G. Lyons
Shannon Hines
William R. Bunt

Present from the Public via WebEx Video/Telephone Conference or In-Person: Noah Cline, Sara Fritz, Kristie Gantt, Dave Hammar,

Commissioner Campbell opened the meeting at 10:30 a.m. on June 29, 2026 in the Commissioners' Meeting Room. The meeting was conducted in person and was recorded by the County.

Public Comments: None

Approval of the Minutes: Commissioner Lyons made a motion to approve the minutes from the June 22, 2026 meeting. Commissioner Watson seconded the motion. All agreed. Motion carried.

Meeting Business: Sheriff Hammar described the job duties of the Clerk position in his office. He said the position mirrors the Office Manager and must be able to perform all the same duties. He further stated that the Clerk position pay needs to be increased to attract qualified candidates and noted that the individual who just resigned from the position left because the pay was not sufficient. Sheriff Hammar commented that the other applicant that was being considered previously needed \$20.00 per hour. He said all information that comes through the Sheriff's Office goes through the front desk. Sara Fritz, Office Manager, provided details of the job duties, to include steps of the real estate sale process from start to finish. Sheriff Hammar noted that during the last Sheriff's Sale, Ms. Fritz needed to act as the mediator between the purchaser of the property and the solar panel company that had a contract with the previous heir. Ms. Fritz said the Office Manager position is also underpaid and noted that the training takes at least a year due to all the different duties. She commented that the Clerk must know her job duties when she is absent. Commissioner Watson stated that this is the case in all the offices. Ms. Fritz stated that other offices have more than one Deputy position and she requested that the Sheriff's Office be set up in that way. Sheriff Hammar said a Clerk that answers phones and files is not helpful to his office. Ms. Fritz stated that she took the Clerk job for insurance, but she said she does not think the office will find someone at that current pay rate that will put in the required effort. Commissioner Watson stated that all departments have this issue with many job duties to accomplish. She commented that it does not make sense to have the support role make the same as the Office Manager. Sheriff Hammar requested that a Deputy or Assistant Office Manager be created at a higher pay grade. Ms. Fritz stated this was necessary to attract a qualified candidate and noted that the Clerk position has always been highly underpaid. Commissioner Campbell said the County structure is to have an Office Manager and then the Clerk position, and it does not make sense to have two positions paid the same to do the same job. Ms. Fritz questioned how the Register & Recorder's Office can have two Deputies paid the same. Solicitor Bunt noted that it is created by statute and also said because the position is union covered, the creation would be subject to bargaining. Sheriff Hammar noted the creation of a Paralegal position in the District Attorney's Office and Solicitor Bunt noted that the position was not a bargaining unit position. Commissioner Lyons stated that many Office Manager and Clerk positions throughout the County are union covered and changing the structure in the Sheriff's Office will affect many other departments. Ms. Fritz stated that the clerk classification was flawed previously and she was asking that it be evaluated now. Sheriff Hammar read section 4 of the compensation policy which said the compensation policy will attract, motivate, and retain staff and stated that the grade 3 Clerk position in his office does not accomplish this goal.

Sheriff Hammar made a motion to create a position in his office that mirrors the Office Manager position, at either a grade 5 or 6, to hire a qualified applicant. Solicitor Bunt requested that a title be named, as well as a pay grade. Sheriff Hammar amended his motion to create a Deputy Office Manager position at a grade 5 in the Sheriff's Office.

Commissioner Watson said she sees this issue in many departments, and recognized the responsibility in the Sheriff's Office. She stated that unless we create a new pay scale or address the motion at hand, it will result in changes in all departments pending union approval. She also noted that there were no costs presented with this request. Commissioner Watson said that the recent Clerk was made aware of the pay rate prior to hire and she would not take her information into consideration when making a decision. She said she would not second the motion without more information.

Commissioner Campbell said more investigation needs to happen as there are many ramifications if the requested change was made. The motion died for a lack of second.

Sheriff Hammar stated that the decision does not help his office and he cannot interview for another clerk at the \$15.56 pay rate.

Commissioner Watson said the financial effects need to be known, as changing the Sheriff's Office will affect other departments across the County. Discussion continued regarding all previous job duties not being performed in the Office Manager's absence and the effect of changing one department's structure and the effect on the entire County. Solicitor Bunt stated that with the Commissioners' permission, they could go to the union to discuss reclassifying the Clerk position in the Sheriff's Office but this had the potential to affect all departments. The Board discussed the estimated costs to reclassify the position in the Sheriff's Office and then talked about the potential impact to other departments. Commissioner Watson reiterated that the ramifications go beyond the Sheriff's Office, and there are budget implications across many departments. Sheriff Hammar asked if a new position could be created in his office like the District Attorney's Office. Chief Clerk Hines said the District Attorney's position was a professional level position which required education to do specialized work, while the Sheriff's requested position would be doing administrative union covered duties. Solicitor Bunt said he would expect it to be a bargaining unit position, but the County can always ask the union. The Board discussed union covered job duties and how the requested new position would be a bargaining unit position, as well as the need for financial impacts. No action was taken.

Public Comments: None

Commissioner Lyons made a motion to adjourn the meeting at 11:06 a.m. Commissioner Watson seconded the motion. All agreed. Motion carried.

Shannon Hines, Chief Clerk

Jan Gibboney, Secretary