

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE
COMMITTEE

DATE: Thursday, January 6, 2011

TIME: 8:00 a.m.

PLACE: Personnel Conference Room

PRESENT: Stan Kline
Jeanette Diakoff
Claud Thompson
Ron Eichman
David Albrecht

ALSO PRESENT: Karon Kraft, Director of Human Resources
Chuck Orenstein, Finance Director
Mark Harris, County Executive
Patti Francour, Director of Information Systems
Jerry Bougie, Planning Zoning and GIS Director
Cary Rowe, Zoning Administrator
Linda Kollmann, Director of Emergency Mgmt.
Ellen Shute, Administrative Services Div. Mgr.
Leo Podoski, Child Welfare Div. Service Manager
Ron Montgomery, Human Resources Specialist
Peter Moll, Airport Director
John Dorcey, Supt. of Maintenance and Operations
Barb Spanbauer, Accountant-Sheriff's Office
William Tedlie, Chief Deputy Sheriff
Cheryl Eischen, Captain-Communication/Dispatch Center
Tom Widner, County Board Supervisor
Bill Roh, County Board Supervisor
Larry and Debra Last

1. Stan Kline called the meeting to order at 8:00 a.m.
2. Ron Eichman moved to approve the minutes of the December 2, 2010 meeting, seconded by David Albrecht. Carried 5-0.
3. Ron Eichman moved to approve the minutes of the December 21, 2010 meeting, seconded by David Albrecht. Carried 5-0.
4. **Budget Transfer-Airport, \$25,000.** Peter Moll requested that \$25,000 from the airport reserve fund be used to purchase an articulating snowplow blade. David Albrecht moved for approval, seconded by Ron Eichman. Carried 5-0.
5. **Budget Transfer-Emergency Management, \$1,800.** Linda Kollmann requested acceptance of a \$1,800 grant from the Office of Justice Assistance. The funding will be used for outreach materials to help prepare business for disasters. David Albrecht moved for approval, seconded by Ron Eichman. Carried 5-0.
6. **Budget Transfer-CAD System Project Fund, \$712,550.** Winnebago County's share of the project is \$712,150 with \$525,000 being transferred from the Information Systems technical replacement

fund and the remaining \$187,550 to be bonded for from the capital project fund. The project will purchase and install computer hardware and software necessary for the Premier One Public Safety application. Ron Eichman moved for approval, seconded by Jeanette Diakoff. Carried 5-0.

7. **Budget Transfer-Scholarship Program, \$2,000.** In 2008, the Winnebago County Board of Supervisors approved that nine scholarships be awarded annually; however, the 2011 budget only approved funding for seven scholarships. The \$2,000 budget transfer is for two scholarships that were overlooked during the budget process. David Albrecht moved for approval, seconded by Ron Eichman. Carried 5-0.
8. **Resolution: Amend the Table of Organization for the Winnebago County Planning and Zoning Department.** Jerry Bougie requested that a current, full-time Code Enforcement Officer be promoted to fill the vacant Assistant Zoning Administrator position, thus eliminating the Code Enforcement Officer position from the table of organization. Bougie said there would be a continuation of authority in the office if the Assistant Zoning Administrator position was filled. Karon Kraft said the wrong position is being eliminated. By filling the Assistant Zoning Administrator position the department will have more supervisors than needed. Ron Eichman moved for approval, seconded by Claud Thompson. Carried 0-5. The committee denied the request to fill the Assistant Zoning Administrator position and eliminate the Code Enforcement Officer position and suggested Jerry Bougie bring a different resolution back for consideration.
9. **Resolution: Amend the Table of Organization for Winnebago County Human Services Department.** Ellen Shute requested that a vacant, full-time Social Worker position on the Juvenile Justice Team in Neenah be eliminated and a full-time Social Worker position on the Child Protective Services Team in Oshkosh be added to the table of organization in order to better meet the needs of their clients. There is no fiscal impact to the budget. Claud Thompson moved for approval, seconded by Ron Eichman. Carried 5-0.
10. **Adopt 2011 Winnebago County Handbook of Employment Policies Covering Appointed Non-Represented Employees.** The handbook, last revised in 2007, includes the elimination of year-end vacation payouts instead; employees will be able to carry-over up to five unused vacation days into the next calendar year with the time being used by March 31. Another change is that newly hired employees will receive floating holidays on a pro-rata basis during their first year of employment. Claud Thompson moved for approval, seconded by David Albrecht. Carried 5-0.
11. **Adopt 2011 Winnebago County Handbook of Employment Policies Covering Represented Employees.** The handbook was last revised in March 2005. There were no changes to vacations or floating holidays since they are covered in the union contracts. Claud Thompson moved for approval, seconded by David Albrecht. Carried 5-0.
12. **Discuss and Approve property acquisition offer to purchase Glatz and Brennd properties.** The two properties, totaling 200 acres, are located in the southeast corner of Wittman Airport. There has been interest by potential employers to develop the land. Stan Kline said that the City of Oshkosh is behind the acquisition and they will work to make it part of their TIF district. David Albrecht moved to approve subject to approval of and appropriation of funds for any accepted offer by the Winnebago County Board of Supervisors, seconded by Claud Thompson. Carried 5-0.
13. **Approval of the Affirmative Action Plan.** David Albrecht moved to approve the Affirmative Action Plan presented by Ron Montgomery of the Human Resources Department, seconded by Ron Eichman. Carried 5-0.

14. David Albrecht moved to approve the Resolution for Commendations for Michael Brooks, Kathryn Larson, Laura Lindstrom and Lynn Reichenberger, seconded by Ron Eichman. Carried 5-0.
15. David Albrecht moved to disallow the two claims of AT&T, seconded by Ron Eichman. Carried 5-0.
16. Ron Eichman moved to disallow the claim of Amy Leksander, seconded by David Albrecht. Carried 5-0.
17. **Input from the public.** Larry Last addressed the committee regarding the property acquisition offer. Last asked if the offer to purchase included an escape clause and questioned what the city's involvement was with the acquisition. Last stated that he is concerned about the purchase price. The property has been for sale for six years and he questions if there is a need for development of the property.
18. The next scheduled meeting of the Personnel & Finance Committee is Thursday, February 3, 2011 at 8 a.m.
19. Jeanette Diakoff moved to convene into Closed Session pursuant to exemption provided in section 19.85(1) (e), Wis. Stats., for conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically the discussion of collective bargaining strategies and for purposes of establishing a salary offer, in that competitive and bargaining reasons require at 9:30 a.m. Motion seconded by Claud Thompson. Roll call vote: Thompson, aye; Eichman, aye; Diakoff, aye; Kline, aye; Albrecht, aye. Motion carried 5-0.
20. At 9:40 a.m. David Albrecht made a motion to reconvene to open session, seconded by Ron Eichman. Roll call vote: Thompson, aye; Eichman, aye; Diakoff, aye; Kline, aye; Albrecht, aye. Motion carried 5-0.
21. Ron Eichman moved to adjourn the meeting at 9:40 a.m., seconded by Jeanette Diakoff. Carried 5-0.

Submitted by,
Joan Lowe