

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, February 6, 2020

TIME: 8:00 a.m.

PLACE: Conference Room 119  
112 Otter Ave., Oshkosh, WI

PRESENT: Joel Rasmussen  
Harold Singstock  
Vicki Schorse  
David Albrecht

EXCUSED: Stephanie Spellman

ALSO PRESENT: Mark Harris, County Executive  
Vicky Fitzgerald, Director of Finance  
Mike Collard, Director of Human Resources  
Rob Way, Director of Parks and Expo Center  
Natalie Strohmeyer, Register of Deeds  
Marleah Keuler Grahek, Administrator PVHC  
Melissa Pingel, Clerk of Courts  
Julie Mabry, Director of Child Support  
Bill Topel, Director of Human Services  
Tom McInnis, Parks Manager  
Brett Gelbach, Oshkosh Dock & Lift

Joel Rasmussen called the meeting to order at 8:00 a.m.

**Public Comments**

None

David Albrecht moved to approve the minutes of January 9, 2020, seconded by Vicki Schorse. Carried 4-0.

**Budget Transfer – Finance Department, \$7,290.** The Finance Department has exceeded its labor and travel budgets but can use unspent funds from other operating expenses to cover the overage. Vicki Schorse moved for approval, seconded by David Albrecht. Carried 4-0.

**Budget Transfer – Human Services, \$890,524.** Bill Topel said the transfer accepts additional funds from the State Department of Children and Families to reduce out-of-home placements and providing services to families in the Child Welfare division. The funding will be ongoing and added to the county's base funding, allowing for three additional full-time employees to be added to the table of organization. Harold Singstock moved for approval, seconded by Vicki Schorse. Carried 4-0.

**Budget Transfer – Parks Department, \$200,000.** Rob Way asked that \$200,000 be transferred from the county's undesignated fund balance to purchase a front-end loader. The department's current front-end loader has safety issues, needs frequent maintenance and is at the end of its useful life. Way said he is

working with the Highway Department in a bid to purchase one of its rental units as a replacement. Vicki Schorse moved for approval, seconded by Joel Rasmussen. Carried 3-1. David Albrecht voted against.

**Budget Transfer – Park View Health Center, \$50,000.** The transfer of \$50,000 from Park View Health Center's unrestricted fund balance covers the design costs for an ancillary building that will serve as a garage, storage space and training facility. Harold Singstock moved for approval, seconded by Vicki Schorse. Carried 4-0.

**Establish salaries for Elected Officials of Winnebago County.** The four-year terms of County Clerk, Register of Deeds and County Treasurer are up for election in 2021. Mike Collard proposed an adjustment of \$1,000 to the base annual salary of each position to keep wages in line with comparable counties, plus an additional annual salary increase of 1.5 percent. David Albrecht made a motion to increase the base salary by \$1,000 with an additional 2 percent wage increase each year of the next term, seconded by Vicki Schorse. Carried 4-0.

**Approve proposed table of organization change for the Child Support Department.** Julie Mabry requested that the table of organization be amended by eliminating a vacant full-time paralegal position and adding a full-time Child Support Attorney position. Vicki Schorse moved for approval, seconded by David Albrecht. Carried 4-0.

**Approve proposed table of organization change for the Department of Human Services.** The committee earlier approved a budget transfer to accept funding of \$890,524 from the State Department of Children and Families. Bill Topel asked that the Human Services table of organization be changed to reflect the addition of three, full-time positions -- psychotherapist, social work specialist and home consultant -- that would be funded by the transfer. Vicki Schorse moved for approval, seconded by David Albrecht. Carried 4-0.

**Approve changes to the Unclassified Position Pay Schedule.** Mike Collard presented a revised salary schedule for unclassified positions, increasing the wages for seasonal laborers by 50 cents an hour. Collard also proposed a 1.5 percent increase for reserve officers in the Sheriff's Office. Collard added the positions of hospitality aide and food service assistant to the pay schedule, and increased wages for casual call register nurse, and shift registered nurse, to equal the maximum wage of grade 24P in the county's compensation schedule. Pay increases would be effective Feb. 10. Joel Rasmussen made a motion to approve the request but add an additional 25 cents an hour for returning seasonal laborers, seconded by David Albrecht. Carried 4-0.

**Resolution: Authorize a five (5) year agreement between Winnebago County and Oshkosh Dock and Lift LLC for installation, removal and maintenance of navigation aids system.** David Albrecht moved to approve the Resolution to authorize a multi-year agreement with Oshkosh Dock and Lift for the installation, removal, and maintenance of Winnebago County's navigation aids at a cost of \$60,000 per year, seconded by Harold Singstock. Carried 4-0.

**Resolution: Authorize a five (5) year agreement between Winnebago County and Radtke Contractors Inc for installation and removal of boat landing seasonal docks.** Vicki Schorse moved to approve the Resolution to authorize a multi-year agreement with Radtke Contractors, Inc. for the purpose of installing and removing six boat landing docks at a cost of \$8,150 per year, seconded by Harold Singstock. Carried 4-0.

**Resolution: Authorize a five (5) year agreement between Winnebago County and Vines and Rushes Winery for exclusive rights to an access point from its property to the Mascoutin Trail.** Vines and Rushes is a local winery located alongside the Mascoutin State Recreation Trail. For a yearly payment of \$2,100, the winery would be recognized as an official sponsor of the trail, obtain rights to post advertising related materials on predetermined park properties, and obtain direct access to the trail. Vicki Schorse moved for approval, seconded by David Albrecht. Carried 4-0.

**Resolution: Authorize a three (3) year rental agreement between Winnebago County and National Take a Kid Hunting Foundation Inc. to hold its bi-annual Oshkosh Gun Show event at the Sunnyview Exposition Center.** The committee postponed consideration of the resolution until the March meeting.

David Albrecht moved to approve Resolutions of Commendation to Patricia Allen, Linda Kiedrowski and Mary Zillges, seconded by Joel Rasmussen. Carried 4-0.

The Personnel & Finance Committee will meet March 5, 2020, at 8:00 a.m.

Vicki Schorse moved to adjourn at 9:44 a.m., seconded by David Albrecht. Carried 4-0.

Submitted by  
Joan Lowe