

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, March 1, 2018

TIME: 8:00 a.m.

PLACE: 1<sup>st</sup> Floor Conference Room (Rm 119)  
112 Otter Ave., Oshkosh WI

PRESENT: Bill Roh  
Mike Brooks  
Harold Singstock  
David Albrecht (arrived at 8:03 am)

EXCUSED: Joel Rasmussen

ALSO PRESENT: Mike Collard, Director of Human Resources  
Doug Petraszak, Assistant Finance Director  
Mark Harris, County Executive  
Vicky Fitzgerald, Director of Finance  
John Bodnar, Corporation Counsel  
Linda Kollmann, Director of Emergency Management  
Patty Francour, Director of Information Systems  
John Matz, Sheriff  
Laura Todd, Technical Support Supervisor  
Mike Elder, Director of Facilities  
Diana Hellmann, Deputy County Treasurer  
Rob Way, Director of Parks & Expo Center  
Ray Palonen, Highway Commissioner  
Jill Prahll, Office Supervisor at Highway  
Cheryl Brehmer, Deputy Coroner  
Deb Last  
Larry Last

Harold Singstock called the meeting to order at 8:00 a.m.

**Public Comments**

Larry Last distributed an information packet which he asked to be placed on next month's agenda.

Bill Roh moved to approve the minutes of Feb. 1, 2018, seconded by Mike Brooks. Carried 3-0.

**Budget Transfer – Coroner, \$10,650.** Mike Brooks said that while all departments struggle with unexpected costs, the Coroner's Office regularly exceeds its labor budget. The committee by a 3-1 vote, denied the budget transfer, with Brooks voting for approval.

**Budget Transfer – Corporation Counsel, \$6,500.** The transfer covers labor overruns due to an increase in termination of parental rights actions and added responsibilities for filing civil forfeitures. Mike Brooks moved for approval, seconded by Bill Roh. Carried 4-0.

**Budget Transfer – Child Support, \$454.** The transfer would apply \$454 budgeted for telephone supplies to travel expense overages. Bill Roh moved for approval, seconded by David Albrecht. Carried 4-0.

**Budget Transfer – Capital Project, \$9,629.** The transfer moves unused funds from the asphalt replacement project to the department relocation project. David Albrecht moved for approval, seconded by Mike Brooks. Carried 4-0.

**Budget Transfer – Emergency Management, \$3,500.** Linda Kollmann requested acceptance of a \$3,500 grant from the Wisconsin Emergency Management/Homeland Security. The funding will cover professional expenses incurred during the statewide regional exercise ‘Dark Sky’ held in May. Mike Brooks moved for approval, seconded by David Albrecht. Carried 4-0.

**Budget Transfer – Highway Department, \$687,000.** The transfer was amended to \$495,500. It allows for the transfer of funds from the highway fund balance account to cover budget overages in the department’s other operating expenses. David Albrecht moved for approval, seconded by Bill Roh. Carried 4-0.

**Budget Transfer – Highway Capital Projects, \$5,070,000.** The transfer covers bridge and road projects for 2018. Funding for the project will come from bond proceeds. Mike Brooks moved for approval, seconded by Bill Roh. Carried 4-0.

**Budget Transfer – Land and Water Conservation, \$230.** The transfer covers 2017 labor cost overruns. Bill Roh moved for approval, seconded by Mike Brooks. Carried 4-0.

**Budget Transfer – Miscellaneous & Unclassified, \$23,750.** Payouts for unused sick time balances exceeded what was budgeted. The transfer of \$23,750 adjusts the budget to reflect the 2017 overage related to sick leave payouts. David Albrecht moved for approval, seconded by Bill Roh. Carried 4-0.

**Budget Transfer – Parks Department, \$43,500.** Rob Way went over budget in labor expenses, but there are sufficient funds left in his other operating accounts to cover the overage. Bill Roh moved for approval, seconded by David Albrecht. Carried 4-0.

**Budget Transfer – Treasurer’s Office, \$160.** The County Treasurer went over budget in travel expenses, but there are sufficient funds in the publish legal notices account to cover the overage. Mike Brooks moved for approval, seconded by Bill Roh. Carried 4-0.

**Budget Carryovers from 2017 to 2018.** Budget carryovers are requested when departments seek to use unspent budget dollars in succeeding budget years. A total of \$658,899 of funds unspent from the general government fund balance will be reallocated to various departments in the 2018 budget. Mike Brooks moved for approval, seconded by David Albrecht. Carried 4-0.

**Consider resolution amending table of organization for Information Systems Department and budget transfer to fund new position.** Patty Francour said the new position would be a new branch on the department’s table of organization that specializes in cyber security. The new position would increase the 2018 budget by \$129,204. David Albrecht moved for approval, seconded by Mike Brooks. Carried 4-0.

**Consider resolution amending table of organization for Highway Department and budget transfer to fund new position.** Mike Brooks made a motion to postpone consideration until next month’s meeting, seconded by Bill Roh. Carried 4-0.

**Consider resolutions establishing compensation for Sheriff, Clerk of Courts and Coroner for 2019-2022 term.** The offices of Sheriff, Clerk of Courts and Coroner are up for election in 2019 for four-year terms. Mike Collard proposed increasing each officer’s salary by 4.5 percent the first year, and 1.5 percent wage increases each of the three following years. Collard showed comparable salaries for other counties and salaries of county department heads. Collard said most counties now use medical examiners rather than elected coroners. Collard noted he could not identify any public benefit for

Winnebago County in changing to a medical examiner at this time. Mike Brooks moved for approval, seconded by Bill Roh. Carried 4-0.

**Consider amendments to Unclassified Pay Schedule to increase pay for reserve deputies in the Sheriff's Office.** Mike Collard presented a revised salary schedule for unclassified positions, increasing the wages for reserve officers by 45 percent. The proposed increases are motivated to increase the number of hours that reserve officers would be willing to work, thus saving money by reducing overtime hours by regular officers at much higher rates. Mike Brooks moved for approval, seconded by David Albrecht. Carried 4-0.

**Review of quarterly investment report ending Dec. 31, 2017.** Doug Petraszak said the yield on investments for the fourth quarter of 2017 went from 1.463 to 1.542 percent. Yields on investments are rising due to higher market interest rates and investments in municipal securities, which have higher yields. Petraszak noted that interest on annual CD's are approaching to 2 percent.

David Albrecht moved to approve the Resolution for Commendations for Wendy Conger and Laura Frikart, seconded by Mike Brooks. Carried 4-0.

Mike Brooks moved to disallow the claim of David Wiesner, seconded by Bill Roh. Carried 4-0.

The Personnel & Finance Committee will meet April 5, 2018, at 8:00 a.m.

Mike Brooks moved to adjourn at 9:30 a.m., seconded by Bill Roh. Carried 4-0.

Submitted by  
Joan Lowe