

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, April 5, 2018

TIME: 8:00 a.m.

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

PRESENT: Bill Roh
Mike Brooks
Harold Singstock
David Albrecht
Joel Rasmussen

ALSO PRESENT: Mike Collard, Director of Human Resources
Mark Harris, County Executive
Vicky Fitzgerald, Director of Finance
Mike Elder, Director of Facilities
Rob Way, Director of Parks & Expo Center
Ray Palonen, Highway Commissioner
Cindy Draws, Public Health Supervisor
Doug Gieryn, Director of Public Health
Robert Keller, County Board Supervisor
Mike Norton, County Board Supervisor

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

Public Comments

None

Bill Roh moved to approve the minutes of March 1, 2018, seconded by Mike Brooks. Carried 4-0-1. Rasmussen abstained.

Budget Transfer – Capital Projects, \$24,654. Vicky Fitzgerald said the transfer moves funds to close out two projects that are now complete: the CAD project and the Waukau Avenue reconstruction project. The budget transfer was informational only and no action required.

Budget Transfer – Facilities and Property Management, \$150,000. Mike Elder asked that the transfer be amended to \$50,000. The relocation project was budgeted with a 7.5 percent contingency allotment and projects are typically budgeted with a 10 percent contingency. The additional funding of \$50,000 is budgeted for unforeseen costs during the final phase of the project. Bill Roh moved for approval, seconded by Harold Singstock. Carried 5-0.

Budget Transfer – Parks Department, \$245,000. Rob Way asked for acceptance of an insurance settlement for fire damage that occurred last September at the soccer shelter. The payment of \$245,000 will go toward rebuilding the structure. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.

Budget Transfer – Parks Department, \$85,000. The Parks Department is working with an architectural firm to rebuild the soccer shelter destroyed by fire last year. The project architect reports the claim payment of \$245,000 will not be sufficient. Rob Way asked for \$85,000, which includes \$25,000 for contingency, to be added to the project budget. Harold Singstock made a motion to send the budget transfer request to the Facilities Committee for its review, seconded by David Albrecht. The Personnel & Finance

Committee was informed of the general code provision stating, “the Parks Director shall be responsible for the operation and maintenance of the County Parks, with the exception of the maintenance and statutory oversight of the Parks electrical, plumbing and HVAC systems which shall be under the direction of the Facilities and Property Management Director.” Singstock then rescinded his motion.

Joel Rasmussen proposed the project be put out to bid before additional funds are requested. Rasmussen then made a motion to amend the budget transfer to \$25,000 for the project contingency, seconded by Bill Roh. Carried 5-0.

Budget Transfer – Public Health, \$113,166. The transfer, which includes acceptance of a \$25,000 Overdose Fatality Review grant, adjusts the department’s grant revenues to match actual expenses that were estimated at the time of budget planning. Mike Brooks moved for approval, seconded by Bill Roh. Carried 5-0.

Consider resolution amending table of organization for Highway Department and budget transfer to fund new position. Mike Collard requested the highway table of organization be amended to add an Engineering Technician position. This position would work directly under the Bridge and Engineering Manager to assist in road projects. Collard also requested to eliminate five Foreman positions, and adding three Highway Maintenance Supervisor positions, three Equipment Operator I positions, and two Equipment Operator II positions. The new Highway Maintenance Supervisors will report to the Superintendent and will manage field crews and assist in day-to-day operations.

Collard said the Highway Committee approved the table of organization changes but requested that the Foreman positions be eliminated only through attrition. When a Foreman position becomes vacant for any reason it would be replaced with an Equipment Operator position.

Mike Brooks moved for approval of the table of organization changes with the recommendation that the Foreman and Equipment Operator position changes will become effective through attrition, seconded by Harold Singstock. Carried 4-1. Roh voted against.

Consider resolution amending table of organization for Public Health. Doug Gieryn requested that the table of organization be amended in response to a retirement. Gieryn asked that a full-time Public Health Nurse position be replaced with a full-time Educator-Health position. The Public Health Nurse position would be at pay grade 24, while the new position would be at pay grade 22, providing the county a modest cost savings. Bill Roh made a motion for approval, seconded by Joel Rasmussen. Carried 5-0.

David Albrecht moved to approve the Resolution for Commendation for Donald O’Krueg, seconded by Mike Brooks. Carried 5-0.

David Albrecht moved to disallow the claim of Wisconsin Public Service, seconded by Bill Roh. Carried 5-0.

The Personnel & Finance Committee will meet May 3, 2018, at 8:00 a.m.

Joel Rasmussen thanked Mike Brooks and Bill Roh, who are leaving the county board, for their fine service and commitment to the Personnel & Finance Committee.

Mike Brooks moved to adjourn at 9:50 a.m., seconded by Bill Roh. Carried 5-0.

Submitted by
Joan Lowe