

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, June 2, 2022

TIME: 9:00 a.m.

PLACE: Winnebago County Administrative Building
112 Otter Ave, Oshkosh WI 54901
Room 120

PRESENT: Morris Cox
David Albrecht
Steve Binder
Donald Nussbaum
Tom Egan (ex officio member)

EXCUSED: Betsy Ellenberger

ALSO PRESENT: Jon Doemel, County Executive
Michael Collard, Director of Human Resources and Acting Director of Finance
Mark Habeck, Acting Director of Human Resources
John Matz, Sheriff
Mike Elder, Director of Facilities
Mary Anne Mueller, Corporation Counsel
James Schell, Airport Director
Bill Topel, Director of Human Services
Patty Francour, Director of Information Systems
Robert Doemel, Highway Commissioner
Peg Raugh, Human Resource Manager
Cheryl Brehmer, Coroner
Doug Petraszak, Financial Services Manager
Ashley Paul, Acting Administrator Park View Health Center
Jessica Gilson, Acting Director of Nursing
Kristl Thompson, Paralegal
Isaiah Simon, Corporation Counsel Intern
Autumn Brueggemann, Paralegal
Bryan Stafford, County Board Supervisor
Beth Oswald
Fred Stadler

Morris Cox called the meeting to order at 9:00 a.m.

Public Comments

Fred Stadler, 1742 Hunters Glen Drive, Oshkosh, spoke in favor of the construction of T-Hangers at Wittman Regional Airport.

David Albrecht moved to approve the minutes of April 7, 2022, seconded by Steve Binder. Carried 3-0-1. Donald Nussbaum abstained.

David Albrecht moved to approve the minutes of May 5, 2022, Donald Nussbaum seconded and corrected a typographical error regarding the budget transfer of \$54,091 to cover a shortfall in revenue. The project went over budget by \$21,091.22 not by \$21,09. Carried 3-0-1. Steve Binder abstained.

Amend the Table of Organization for Winnebago County Department of Human Services to Eliminate Two Part-time Administrative Associate Positions and Add One Full-Time Administrative Associate IV Position. Bill Topel said there is a vacant part-time Administrative Associate III position and a vacant part-time Administrative Associate IV position and he would like to replace both positions with a full-time Administrative Associate IV position to better serve the needs of the department. David Albrecht moved for approval, seconded by Don Nussbaum. Carried 4-0.

Authorize a Capital Project for the Winnebago County Information Systems Department to Provide a Redundant Fiber Loop and Appropriate \$75,000 for Engineering Costs from the Undesignated Fund Balance. The fiber loop would provide a second fiber path for network traffic and internet connectivity between county buildings. The \$75,000 would be needed for engineering costs to begin in 2022, with construction occurring in 2023. Don Nussbaum moved for approval, seconded by David Albrecht. Carried 3-1. Steve Binder voted against.

Resolution: Authorize an Increase in Shift Premiums for Highway Employees Performing Night Work on State Highway System to \$6.00 Per Hour. In 2020 the County Board approved a \$2.00 per hour shift differential for employees who performed maintenance activities on state roads between the hours of 8 p.m. and 5 a.m. The proposed resolution authorizes an increase shift differential of \$6 per hour and eliminates the time frame when the differential can be applied. These costs are 100 percent reimbursable by the State of Wisconsin. Steve Binder made a motion for approval, seconded by Don Nussbaum. After committee discussion Nussbaum made a motion to amend the resolution to authorize a shift differential of \$12 per hour, seconded by Steve Binder. Carried 3-0-1. David Albrecht abstained. Chairman Cox called for a vote on the resolution as amended. Carried 4-0.

Resolution: Authorize the Sheriff's Office to Accept a Donation valued at \$14,700 for the Purchase of an Additional K-9-Unit including Equipment and Training, from Thomas and Penny Harenburg. John Matz asked for acceptance of a \$14,700 donation from Tom and Penny Harenburg to purchase a K-9 dog and any additional equipment associated with the purchase. David Albrecht moved for approval, seconded by Don Nussbaum. Carried 4-0.

Resolution: Authorize the Sheriff's Office to Accept a donation of one Fire Technology Knockout- Fire Suppression Tool valued at \$1041.00 from the Oshkosh Chapter of the Wisconsin Free Masons. The Fire Technology Knockout-Fire Suppression Tool is a self-contained aerosol-based fire suppression system that extinguishes and suppresses fires in seconds. David Albrecht moved for approval, seconded by Don Nussbaum. Carried 4-0.

Resolution: Authorize a Revised Capital Project for the Winnebago County Facilities Department to Build a Sheriff's Office Evidence Storage and Coroner's Office/Morgue Building at an Additional Cost of ~~\$1,154,580~~ \$1,524,580, Funded with Either a Transfer from the Undesignated General Balance, or an Advance from the General Fund to be Reimbursed with a Subsequent Bond Issue. The resolution would revise the previously approved Sheriff's Office evidence storage building project to now include a morgue and coroner's office. The additional cost to the project would be \$1,524,580 and would include 12 cold storage units and an examination area. Don Nussbaum made a motion to bring the resolution to the floor, seconded by Steve Binder. Morris Cox said he had received additional information regarding the project through an email the day before the meeting and questioned why the information was received so late. Steve Binder questioned the size of the addition and said he would like to table the resolution. The committee vote was 3-2. Don Nussbaum and Steve Binder voted against.

Resolution: Authorize a Capital Project and Funding of \$1,068,427 from Bond Proceeds to Design and Construct a Residential Facility for Released 980 Violent Sexual Offenders. Winnebago County is required by State Statute to find adequate housing for violent sexual predators who are released under supervision in accordance with the provisions of Act 980. The project would allow the county to build six

residential units on county owned property located on County Highway Y. Donald Nussbaum moved for approval, seconded by Tom Egan. Carried 5-0.

Resolution: Authorize a Capital Project and Funding of \$259,900 from Bond Proceeds to Design and Construct a Remodel of the USDA Office Suite to Conform to General Services Administration Lease Requirements. The USDA has occupied a suite at the James P Coughlin Building since 1998. As part of the lease renewal agreement for 2022 through 2032, the USDA requires that their office space be remodeled with the cost to be repaid by the USDA through leasing payments. Donald Nussbaum moved for approval, seconded by Steve Binder. Carried 5-0.

Resolution: Creating Department of Administration, Amending Table of Organization for Administration, Finance, and Human Resources Department, and Transferring Budgets to Department of Administration. Mike Collard asked for a change to the county's table of organization to include a Department of Administration, which will include a new Director of Administration position. This new position will supervise the Director of Finance, Director of Human Resources, Director of Information Systems, Purchasing Manager, and Risk Manager positions. The position would be placed in pay grade 31 of the county's compensation schedule and if passed by county board would be effective July 1, 2022. The change in organization would help with the continuity of government within the county. Steve Binder made a motion for approval, seconded by Donald Nussbaum. After committee discussion, Steve Binder made a motion to amend the education requirement by eliminating a bachelor's degree requirement and instead requiring a master's degree in Public Administration or another advanced degree in a related or preferred field. The motion died due to a lack of a second. Chairman Cox called for a vote on the resolution. Carried 3-2. David Albrecht and Morris Cox voted against.

Resolution: Approve Ground Lease between Felix Auto & Tire, LLC, and Winnebago County.

The agreement, running from July 1, 2022, though June 30, 2042, would allow Felix Auto and Tire to construct a private hangar with aircraft apron at Wittman Regional Airport. The proposed hangar will be 65 feet by 64 feet and include a vehicle parking area, ramp, and taxi-lane access. Felix Auto and Tire agrees to pay Winnebago County \$1,787.04 per year with increases equal to the change in Consumer Price Index for All Urban Consumers at the end of each three-year interval. Tom Egan moved for approval, seconded by David Albrecht. Carried 5-0.

Resolution: Approve Ground Lease between Yankee / November LLC and Winnebago County.

The agreement, running from July 1, 2022, though June 30, 2042, would allow Yankee/November to construct a private hangar with aircraft apron at Wittman Regional Airport. The proposed hangar will be 54 feet by 48 feet and include a vehicle parking area, ramp, and taxi-lane access. Yankee/November agrees to pay Winnebago County \$918.72 per year with increases equal to the change in Consumer Price Index for All Urban Consumers at the end of each three-year interval. David Albrecht moved for approval, seconded by Tom Egan. Carried 5-0.

Resolution: Authorize a Capital Project for Wittman Regional Airport to Construct T-Hangar Facilities in the Amount of \$4.3 Million, Funded with \$3 Million of Bond Proceeds and \$1.3 Million to be provided by the Wisconsin Bureau of Aeronautics (BOA) Through Grant Assistance. The project will construct 20 new T-hanger units along with Aircraft parking aprons and taxi-lanes. Five existing hangars and aircraft parking aprons will need to be removed in order to prepare for the new hangar facilities. Donald Nussbaum moved for approval, seconded by Morris Cox. Carried 5-0.

Resolution: Authorize a Table of Organization Change of Six (6) Certified Nursing Assistant Full-Time Employment Positions to Six (6) Hospitality Aide Full-Time Employment Positions for Park View Health Center. Park View Health Center asked to amend its table of organization by deleting six full-time Certified Nursing Assistant positions and adding six full-time Hospitality Aide positions. The change has a projected annual cost savings of \$48,066. Donald Nussbaum moved for approval, seconded by David Albrecht. Carried 5-0.

Resolution: Authorize Park View Health Center Shift Differentials. It has become increasingly difficult to recruit and retain staff at Park View Health Center. Increasing the differentials would reward employees who fill hours that are most challenging to staff. Donald Nussbaum made a motion to amend the resolution to strike the words "shift" and "all shifts" on line 34 for responsibility pay for RNs, seconded by Tom Egan. Carried 5-0.

Resolution: Authorize Park View Health Center Emergency Staffing Incentives. Park View Health Center continues to experience staffing shortages and is now proposing an emergency staffing proposal outlining four monetary incentives to help address the problem. Mike Collard handed out a modified resolution changing the third incentive to read:

3. Ability of offer 0.8 - fulltime staff double time if working above and beyond ~~40 hours~~ 8 hours per day or 80 hours in a two week pay period for fulfilling a weekend need on their scheduled weekend of as identified by NHA or designee.

Steve Binder moved to approve the revised resolution, seconded by Don Nussbaum. Carried 5-0.

Resolution: Authorize Park View Health Center Nursing Pre-Shift Commitment Incentives. The resolution was withdrawn by Ashley Paul.

Budget Transfer: \$14,750 from the contingency fund to use for leadership development training, core values workshops, and UW Extension partnerships. The county is currently holding Real Colors personality assessment workshops and Core Value workshops in order to encourage leadership and employee development for staff. Jon Doemel asked for a budget transfer of \$14,750 from the contingency fund be used to fund additional training and allow more employees access to these resources. Steve Binder moved to approve, seconded by Tom Egan. Carried 5-0.

Budget Transfer: \$14,625 from the contingency fund to use for an employee appreciation event. The transfer was withdrawn by Jon Doemel.

Steve Binder moved to approve the Resolution of Commendation for Dan Averkamp, seconded by David Albrecht. Carried 5-0.

Confirmation vote approving future meeting dates and times of the Personnel & Finance Committee. The committee unanimously agreed future meeting dates will remain the first Thursday of each month at 9 a.m.

The next scheduled Personnel & Finance Committee meeting is July 7, 2022, at 9 a.m.

David Albrecht moved to adjourn at 12:30 p.m., seconded by Morris Cox. Carried 5-0.

Submitted by
Joan Lowe