

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, June 27, 2019

TIME: 8:00 a.m.

PLACE: Conference Room 120
112 Otter Ave., Oshkosh, WI

PRESENT: Joel Rasmussen
Harold Singstock
Stephanie Spellman
Vicki Schorse
David Albrecht

ALSO PRESENT: Mark Harris, County Executive
Vicky Fitzgerald, Director of Finance
Mike Collard, Director of Human Resources
Melissa Pingel, Clerk of Courts
Vicky Redlin, Program Manager
Gina Eiden, Telecommunications Specialist
Chris Viau, UW-Extension
Mike Elder, Director of Facilities
Bryan Keberlein, Court Commissioner
Jerry Bougie, Director of Planning and Zoning
Mary Anne Mueller, Corporation Counsel
Tom Snider, County Board Supervisor
Steve Binder, County Board Supervisor

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

Public Comments

None

David Albrecht moved to approve the minutes of June 6, 2019, seconded by Stephanie Spellman. Carried 5-0.

Budget Transfer – UW-Extension, \$39,500. UW-Extension has operated a community garden on Sherman Road for 11 years. The property is leased from the Wisconsin Department of Natural Resources, which will end the lease agreement at the end of the 2019 growing season. To continue the program, UW-Extension is working with the Winnebago County Parks Department, which has agreed to provide three acres of newly purchased land for a new community garden to be ready for use next spring. UW-Extension also is working with the Winnebago County Highway Department to add improvements to the site which will cost \$39,500. The Highway Department will grade the site to improve drainage, remove brush, and build gravel lanes in order to access the garden plots. Harold Singstock moved to approve, seconded by Vicki Schorse. Carried 5-0.

Budget Transfer-Facilities & Property Management, \$100,000. In March, the county removed the Williams building from the list of county properties scheduled to be razed while it studied options for the property. Mike Elder said the property has little market value and the cost for repairs exceeds \$250,000. Elder recommended razing the building and using the site to provide additional parking when the courthouse parking lot is reconstructed. Vicky Fitzgerald recommended funding the project through the undesignated general fund balance, rather than a bonding issue. Harold Singstock moved to approve both the transfer of \$100,000 and the funding change, seconded by Stephanie Spellman. Carried 5-0.

Budget Transfer – Human Services, \$5,700. The transfer moves funds between accounts to accurately record a new scanner as a fixed asset. Vicki Schorse moved to approve, seconded by Joel Rasmussen. Carried 5-0.

Budget Transfer - Land Records Modernization, \$14,550 The transfer moves funds from small equipment to capital outlay to accurately record a plotter printer as a fixed asset. Vicki Schorse moved to approve, seconded by Stephanie Spellman. Carried 5-0.

Budget Transfer - Parks Department, \$30,000. Vicky Redlin requested acceptance of a Meet Me at the Park grant from the National Recreation and Park Association and the Walt Disney Company. Funding will purchase and install recreational equipment. Joel Rasmussen moved to approve, seconded by Vicki Schorse. Carried 5-0.

Budget Transfer – Corporation Counsel, \$78,057. Mary Anne Mueller announced attorney James Kearney will retire at the end of July. For the past 30 years, the county has contracted with Kearney to handle its mental health commitment cases. Mueller said other private attorneys willing to handle these cases would charge fees beyond what the county can afford, so it's more cost effective for the county to hire an attorney and paralegal. The transfer of \$78,057 covers the wages, benefits and equipment needed for the additional staff for the remainder of 2019. Harold Singstock moved to approve, seconded by Vicki Schorse. Carried 5-0.

Approve a change to the Table of Organization for Corporation Counsel. The table of organization would be amended to add the Assistant Corporation Counsel and Paralegal positions. Stephanie Spellman moved to approve, seconded by Harold Singstock. Carried 5-0.

Approve a multi-year contract with AT&T to begin the transition to Session Initiation Protocol (SIP). David Albrecht moved to approve, seconded by Joel Rasmussen. Carried 5-0.

Approve special pay increases for two employees in the Clerk of Courts office.

- The committee denied a request to reclassify the position of the court assistant who works primarily for Court Commissioner Keberlein from grade 19 to grade 20 of the compensation schedule. In response Mike Collard has recommended a 2 percent wage increase for the position to reflect the additional responsibilities given due to the elimination of a court reporter position. David Albrecht moved to approve, seconded by Vicki Schorse. Carried 5-0.
- The committee denied a request to reclassify the position of accounting supervisor in the Clerk of Courts office from grade 23 to grade 24 of the compensation schedule. In response Mike Collard has recommended a 5 percent wage increase recognizing the employee's outstanding performance in improving collections, which has resulted in a substantial revenue increase. David Albrecht moved to approve, seconded by Joel Rasmussen. Carried 5-0.

Vicki Schorse moved to approve Resolutions of Commendation to Dianna Jordan, Lisa Saft, Coral Schrauth and Mark Weisensel, seconded by Harold Singstock. Carried 5-0.

David Albrecht moved to disallow the claims of Bruce Rayden, YRC Worldwide for their insured Alan Canfield, and two claims from Wisconsin Public Service Corporation, second by Stephanie Spellman. Carried 5-0.

The Personnel & Finance Committee will meet August 1, 2019, at 8 a.m.

Vicki Schorse moved to adjourn at 9:18 a.m., seconded by Harold Singstock. Carried 5-0.

Submitted by
Joan Lowe