

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, November 5, 2020

TIME: 8:00 a.m.

PLACE: James P. Coughlin Building  
625 East County Road Y, Oshkosh  
Conference Room B

PRESENT: Vicki Schorse  
Stephanie Spellman (arrived 8:12 a.m.)  
David Albrecht

EXCUSED: Joel Rasmussen and Steven Binder

ALSO PRESENT: Mark Harris, County Executive  
Mike Collard, Director of Human Resources  
Doug Petraszak, Assistant Finance Director  
John Matz, Sheriff  
Ray Palonen, Highway Commissioner  
Jim Schell, Airport Director  
Cheryl Brehmer, Coroner  
Bill Topel, Director of Human Services  
Rob Way, Director of Parks and Expo Center  
Dr. Martin Rudd, Assistant Chancellor at UWO-Fox Cities  
JoAnn Rife, Planning Director at UW-Oshkosh  
Tom Snider, County Board Supervisor

Vicki Schorse called the meeting to order at 8:12 a.m.

**Public Comments**

None

David Albrecht moved to approve the minutes of Oct. 1, 2020, seconded by Stephanie Spellman. Carried 3-0.

Stephanie Spellman moved to approve the minutes of Oct. 20, 2020, seconded by David Albrecht. Carried 3-0.

**Budget Transfer – Airport, \$69,000.** The Airport received a \$69,000 CARES Act grant from the Department of Transportation to offset operating revenue losses tied to COVID 19. David Albrecht moved to approve acceptance of the grant funding, seconded by Stephanie Spellman. Carried 3-0.

**Budget Transfer – Highway Department, \$12,000.** Informational only. The Highway Department had savings in capital outlay and will use it to buy a traffic counter and two used light towers. The traffic counter will collect data to evaluate traffic speed and volume, while the light towers will help the department manage its expanding nighttime workload. The department experienced project delays when the light towers it rented were unavailable.

**Budget Transfer – Parks Department, \$1,705.** Rob Way requested acceptance of a \$1,705 donation from a local family, which would go toward the purchase and installation of a memorial bench on the WIOUWASH Trail. Stephanie Spellman moved to approve, seconded by David Albrecht. Carried 3-0.

**Budget Transfer – Sheriff's Office, \$2,000.** Sheriff John Matz requested acceptance of a Wisconsin Public Service Foundation Grant to be used to replace body armor plates for officers. David Albrecht moved to approve, seconded by Stephanie Spellman. Carried 3-0.

**Budget Transfer – UWO-Fox Cities, \$42,000.** The University of Wisconsin Oshkosh-Fox Cities campus intends to complete a feasibility study for the redevelopment of the Student Development Center and food service operations. The cost of the study, to be shared equally by Outagamie and Winnebago counties, is \$42,000. Stephanie Spellman moved to approve, seconded by David Albrecht. Carried 3-0.

**Resolution: Amend the table of organization for the Winnebago County Human Services Department.** The table of organization would be amended to add a full-time Division Manager-Administrative Services position. The duties assigned to the position were previously managed by the former Deputy Director. The new Deputy Director will focus on coordinating services among the five department divisions and the administrative duties will be assigned to the new division manager. David Albrecht said the change should have been done at budget time. Stephanie Spellman moved to approve, seconded by Vicki Schorse. Carried 3-0.

**Resolution: Ratify tentative agreement with the Winnebago County Deputies' Association for 2021 through 2023.** Mike Collard presented a proposed three-year labor agreement between the county and the Winnebago County Deputies' Association. The contract includes a 2% across-the-board wage increase in 2021, and 2.25% increases in 2022 and in 2023. The agreement increases the employee share of health premiums to 17%, or 12% if participating in the health risk assessment program. The proposal eliminates an option for employees to forego dental coverage in exchange for four additional days of paid sick leave per year. The proposal also increases the maximum vacation carryover from five to six days. Other changes in the contract language carry no financial implications for the county. Stephanie Spellman moved for approval, seconded by David Albrecht. Carried 3-0.

**Resolution: Establish compensation for the County Executive to be elected in Spring 2021.** The office of the County Executive is up for election in 2021 for a four-year term. The committee reviewed pay comparison sheets of other counties and the salaries of county department heads. David Albrecht made a motion to approve a 2 percent wage increase each year, seconded by Vicki Schorse. Carried 3-0.

**Approve the Coroner's Office to charge a fee for the signing of death certificates.** Coroner, Cheryl Brehmer, asked to implement a \$100 death certificate signing fee for cases involving natural causes of death and that could have been signed by a physician. Winnebago County is among the few Wisconsin counties that has no signing fee in place. The fee would not apply to child death certificates or for those receiving medical assistance. Stephanie Spellman moved to approve, seconded by Vicki Schorse. Carried 2-1. David Albrecht voted against.

**Review 3<sup>rd</sup> Quarter Investment Report.** Doug Petraszak noted that the quarterly average rates of return on county investments for Sept. 30 and June 30, 2020, were 1.94 percent and 1.91 percent, respectively. Last year's average returns at Sept. 30 were 2.4 percent.

David Albrecht move to disallow the claims of Bruce Abraham and of Andrew Kummerow, seconded by Stephanie Spellman. Carried 3-0.

The next scheduled Personnel & Finance Committee meeting is Dec. 3, 2020, at 8:00 a.m.

Stephanie Spellman moved to adjourn at 10:02 a.m., seconded by David Albrecht. Carried 3-0.

Submitted by  
Joan Lowe