

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, March 1, 2012

TIME: 8:00 a.m.

PLACE: Personnel Conference Room

PRESENT: Stan Kline
Jeanette Diakoff
Claud Thompson
David Albrecht
Bill Roh

ALSO PRESENT: Karon Kraft, Human Resources Director
Mark Harris, County Executive
Chuck Orenstein, Finance Director
Ellen Shute, Deputy Director
John Matz, Sheriff
Kathleen Diedrich, Child Support Director/Atty
Douglas Gieryn, Director of Public Health
Barb Spanbauer, Accountant-Sheriff
Mike Elder, Dir of Facilities & Prop. Mgmt
Peg Raugh, Human Resources Manager
Rob Way, Parks Director/Expo Site Manager.
Mary Krueger, Treasurer

1. Stan Kline called the meeting to order at 8:00 a.m.
2. David Albrecht moved to approve the minutes of the February 2, 2012, meeting, seconded by Claud Thompson. Carried 5-0.
3. **Budget Transfer – Child Support, \$2,496.** The transfer would allow for the purchase of computer equipment. The purchase cost will be reimbursed by the state. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0.
4. **Budget Transfer – Human Services, \$1,581.** The amount budgeted for the purchase of two 7-passenger vans did not meet the cost on the state bid list. The transfer moves \$1,581 from the department operating account to its capital expense account to cover the purchase of both vans. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
5. **Budget Transfer – Public Health, \$4,000.** Doug Gieryn requested acceptance of grant dollars from the Wisconsin Department of Transportation Highway Safety Fund to purchase car seats for low-income families. David Albrecht moved to approval, seconded by Bill Roh. Carried 5-0.
6. **Budget Transfer – Sheriff's Office, \$87,000.** Sheriff John Matz asked to accept a grant offered through the Office of Justice Assistance Homeland Security/WISCOM Radio Project for the purchase of mobile radios, and to link WISCOM to the 911 Communications Center. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 5-0.
7. **Approval of Budget Carryovers from 2011 to 2012.** Budget carryovers are requested when departments seek to use unspent budget dollars in the succeeding budget year. A total of \$120,000

will be moved from the undesignated fund balance and re-entered in the 2012 budget. Bill Roh moved for approval, seconded by David Albrecht. Carried 5-0.

8. **Discussion and action regarding compensation for constitutional officers, effective 2013 through 2016 (County Clerk, Register of Deeds and Treasurer).** The offices of County Clerk, Register of Deeds and County Treasurer are up for election in 2013 for four-year terms. The committee compared three salary plan alternatives, comparison sheets of other county's and the salaries of the county department heads. Mark Harris said a salary freeze would amount to a net decrease in pay due to increases in health insurance costs and retirement contributions. Stan Kline said wages should be comparable with surrounding counties. Committee members proposed a 1% wage increase for the first year, a 1.5% wage increase the second year, and 2% increases for each of the two following years. David Albrecht moved to approve the plan, seconded by Bill Roh. Carried 5-0.
9. **Review and decision on investment practices.** The current investment policy allows the Finance Department to invest up to \$3 million at any Wisconsin Bank, Savings and Loan or Credit Union offering a federal insurance guarantee, collateralization or other guarantees such as letters of credit. Since economic conditions have improved, Chuck Orenstein recommended that the county invest at Wisconsin institutions with the highest VERIBANC ratings for investments up to \$650,000, and these could be either uncollateralized or uninsured. It would allow the county to receive better rates of return on investments. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
10. **Approval of the Unclassified Position Pay Schedule.** Karon Kraft presented new salary schedules for two unclassified positions. Under the proposal, the Temporary Support Specialist would receive the same hourly pay rate as a permanent position at Step A, while a Temporary R.N.'s hourly rate would increase to \$35 per hour on weekdays and \$39 per hour on weekends. David Albrecht moved to approve the schedule, seconded by Jeanette Diakoff. Carried 5-0.
11. The next scheduled meeting of the Personnel & Finance Committee is Thursday, April 5, 2012 at 8 a.m.
12. David Albrecht moved to convene into Closed Session pursuant to exemption provided in section 19.85(1) (e), Wis. Stats., for conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically the discussion of collective bargaining strategies and for purposes of establishing a salary offer, in that competitive and bargaining reasons require at 9:10 a.m. Motion seconded by Bill Roh. Roll call vote: Thompson, aye; Diakoff, aye; Kline, aye; Albrecht, aye; Roh, aye. Motion carried 5-0.
13. At 9:30 a.m. Claud Thompson made a motion to reconvene to open session, seconded by Bill Roh. Roll call vote: Thompson, aye; Diakoff, aye; Kline, aye; Albrecht, aye; Roh, aye. Motion carried 5-0.
14. Claud Thompson moved to adjourn the meeting at 9:31 a.m., seconded by Bill Roh. Carried 5-0.

Submitted by,
Joan Lowe