

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, August 6, 2009
TIME: 8:00 a.m.
PLACE: Personnel Conference Room
PRESENT: Stan Kline
David Albrecht
Jeanette Diakoff
Claud Thompson
Bill Roh

ALSO PRESENT: Mark Harris, County Executive
Karon Kraft, Director of Human Resources
Chuck Orenstein, Finance Director
Bill Topel, Human Services Director
Ellen Shute, Administrative Services Div. Manager
Ken Stoffel, Deputy Director Human Services
Patti Francour, Director Information Systems
John Haese, Highway Commissioner
Mary Krueger, Treasurer
Mike Brooks, Sheriff
John Bodnar, Corporation Counsel
Mike Norton, County Board Supervisor
Paul Eisen, County Board Supervisor

1. Stan Kline called the meeting to order at 8 a.m.
2. David Albrecht moved to approve the minutes of the July 2, 2009 meeting, seconded by Bill Roh. Carried 5-0.
3. Budget Transfer – Highway, \$455,000. The transfer would allow for the purchase of a tri-axle truck and a tandem truck. The county will save \$18,000 to \$20,000 if the county commits to purchase by the end of August. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0.
4. Budget Transfer – County Trunk Highway D Capital Project, \$50,000. The transfer covers the design work of County Highway Road D from State Highway 116 to the western end of the county. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 5-0.
5. Budget Transfer – County Trunk Highway B, \$5,410. The transfer applies the use of state funds for resurfacing County Highway B. Bill Roh moved for approval, seconded by Jeanette Diakoff. Carried 5-0.
6. Budget Transfer – Information Systems, \$6,000. The transfer covers the engineering costs for relocating the fiber optic cable in the Park View Health Center Pavilion. David Albrecht moved for approval, seconded by Claud Thompson. Carried 5-0.
7. Resolution: Amend the Table of Organization for Winnebago County Human Services. The Department of Human Services asked to eliminate a full-time Social Worker/Service Coordinator position from their table of organization that became vacant in July, 2009. Jeanette Diakoff moved for approval, seconded by Claud Thompson. Carried 5-0.
8. Resolution: Authorize Execution of Contract Between Winnebago County and Aramark. Sheriff Mike Brooks requested the approval of a three-year contract with two additional one-year options with Aramark for the purpose of providing meal services at the Winnebago County Jail. The joint contract will also include

Outagamie County. The contract has a sliding cost scale and per-meal costs will be based on the combined jail population of both jails. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.

9. Resolution: Authorize Annual County Contribution to the Family Care Program. The resolution states that the county will make an annual financial commitment toward the newly formed Family Care Program. The contribution will be no greater than the actual amount that the county spent on long-term care services for the Family Care target populations in 2006. If that amount exceeds 22 percent of the county's Basic County Allocation it will be reduced to 22 percent over a five-year period. Claud Thompson moved for approval, seconded by Bill Roh. Carried. 5-0.
10. Resolution: Authorize Development and Implementation of an Aging and Disability Resource Center. The resolution authorizes the Human Services Department to plan, develop and implement an Aging and Disability Resource Center within Winnebago County. The center will serve as the entry point for information and assistance to those who may need long-term care services. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0.
11. Tentative Table of Organization for Human Services as a result of Family Care/ADRC. Human Services distributed a preliminary table of organization showing the proposed changes the long-term program will create. About 29 employees will be affected by the restructuring.
12. Resolution: Adopt Identity Theft Prevention Program (Red Flags Rule). The resolution authorizes adoption of an Identity Theft Prevention Program which is a requirement of the Federal Trade Commission. The program will identify policies and procedures for the identification, detection, and response to "red flags" pointing to identity theft. The failure to adopt an identity theft prevention program could result in the loss of existing federal grant funding. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
13. Resolution: Authorize the Finance Department to enter into a contract with Sequoia consulting for preparation of the Winnebago County Annual Indirect cost Allocation Plans for the years 2009 through 2013. Chuck Orenstein requested the approval of a 5-year service contract with Sequoia Consulting for the purpose of preparing the county's indirect cost allocation plan at a cost of \$5,600 per year. David Albrecht moved for approval, seconded by Jeanette Diakoff. Carried 5-0.
14. Resolution: Cancel Tax Certificates-Town of Neenah and Town of Wolf River, Winnebago County, Wisconsin. Mary Kruger stated that the two properties, in the towns of Neenah and Wolf River have delinquent property taxes for more than eleven years; after eleven years they must be written off as uncollectible. The properties are former service station sites suspected of having ground water or soil contamination issues. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
15. Set Appraised Value on In-Rem Properties. The committee was asked to approve the value on 4 properties acquired as a result of delinquent real estate taxes as a consequence of an In-Rem action.
 - Parcel number 807-0527 in the City of Neenah. David Albrecht made a motion to accept \$17,000, seconded by Bill Roh. Carried 5-0.
 - Parcel number 910-0006 in the City of Oshkosh. Claud Thompson made a motion to accept \$13,300, seconded by David Albrecht. Carried 5-0.
 - Parcel number 913-1441 in the City of Oshkosh. Stan Kline made a motion to accept \$133,000, seconded by Claud Thompson. Carried 5-0.
 - Parcel number 914-0612-01 in the City of Oshkosh. Bill Roh made a motion to accept \$22,600, seconded by David Albrecht. Carried 4-1. Claud Thompson voted against.
16. Change to Section 3.07 of General Code of Winnebago County (Competitive Purchasing). The change in the Ordinance would increase the minimum level for competitive bidding on contracts from \$1,000 to \$2,500 for the purchase of goods and \$5,000 for the purchase of services. David Albrecht moved for approval, seconded by Claud Thompson. Carried 5-0.
17. Bill Roh moved to disallow the claim of Noffke Lumber, Inc. and refer the claim to Corporation Counsel, seconded by Claud Thompson. Carried 5-0.

18. The next scheduled meeting of the Personnel & Finance Committee is Thursday, September 3, 2009 at 8 a.m.
19. Bill Roh moved to convene into Close Session pursuant to exemption provided in section 19.85(1)(e), Wis. Stats., for the purpose of deliberating or negotiation the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically the discussion of collective bargaining strategies at 9:35 a.m. Motion seconded by Claud Thompson. Roll call vote: Albrecht, aye; Diakoff, aye; Thompson, aye; Roh, aye; Kline, aye. Motion carried 5-0.
20. At 10:33 a.m. Jeanette Diakoff made a motion to reconvene to open session, seconded by David Albrecht. Roll Call vote: Albrecht, aye; Diakoff, aye; Thompson, aye; Roh, aye; Kline, aye. Motion carried 5-0.
21. David Albrecht moved to adjourn the meeting at 10:33 a.m., seconded by Bill Roh. Carried 5-0.

Submitted by,
Joan Lowe