

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, June 2, 2011
TIME: 8:00 a.m.
PLACE: Personnel Conference Room
PRESENT: Stan Kline
Jeanette Diakoff
Claud Thompson
David Albrecht
Bill Roh

ALSO PRESENT: Chuck Orenstein, Finance Director
Karon Kraft, Human Resources Director
Mark Harris, County Executive
Mary Krueger, County Treasurer
Margie Rankin, Administrator/PVHC
Sue Ertmer, County Clerk
John Haese, Highway Commissioner
Laura Todd, Technical Support Supervisor
Sandy Walsh, Development Supervisor, Information Systems
Jeff Hall, County Board Supervisor
Jerry Bougie, Planning Zoning & GIS Director
Liz Nichols, Tax Listing & Assessment Coord.

1. Stan Kline called the meeting to order at 8:00 a.m.
2. Bill Roh moved to approve the minutes of the May 5, 2011, meeting, seconded by Claud Thompson. Carried 5-0.
3. **Budget Transfer-County Clerk Elections, \$24,391.** The transfer covers the costs incurred of the State Supreme Court Justice recount. Chuck Orenstein said funding would be taken from the contingency fund, not the undesignated fund balance as stated on the budget transfer. Bill Roh moved for approval, seconded by David Albrecht. Carried 5-0.
4. **Budget Transfer-Highway Department, \$3,170.** The transfer covers the resurfacing of CTH FF from County Highway K to State Highway 21. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
5. **Budget Transfer-Park View Health Center, \$2,100.** Margie Rankin requested a grant of \$2,100 be accepted from the Oshkosh Area Community Foundation and the Board of Governors for the purchase of one vital-sign unit. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
6. **Budget Transfer-Land Records, \$70,000.** The transfer moves money from the land records fund to purchase tax collection software. The total cost of the system is \$150,000, with the remaining costs to be drawn from the treasurer and property tax lister budgets. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0.

7. **Budget Transfer–Property Tax Lister, \$40,000.** The 2010 budget carryover would purchase a new tax collection software system. Claud Thompson moved for approval, seconded by Bill Roh. Carried 5-0.
8. **Sale of county-owned properties to the Town of Menasha and City of Oshkosh.** Mary Krueger asked for approval to sell an out lot to the City of Oshkosh for the asking purchase price of \$1,232.21. Krueger said the Town of Menasha has no further interest in purchasing the retention pond property. The county must offer the parcels to units of government before offering them to private parties. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.
9. **Approval to fill he vacant position of Systems Analyst in the Information Systems Department.** Sandy Walsh, Laura Todd and Jef Hall addressed the committee to stress the importance of filling the Systems Analyst position vacant since January due to a retirement. They said computer upgrades, conversions and department requests are getting backlogged. The long waitlist on projects justifies the cost of filling the position at this time. Mark Harris wanted to wait until the new financial and human resources software systems were installed before filling the vacancy but said that the work load demands are now high enough to fill the position. David Albrecht moved for approval to fill the position, seconded by Bill Roh. Carried 4-1. Claud Thompson voted against.
10. **Resolution: Authority to Execute 2010-2012 Labor Agreement with the Winnebago County Deputies' Association.** Karon Kraft presented a three-year agreement between the county and the Deputies' Association. The agreement would include no wage increase for 2010, a 1.5% across-the-board wage increase on Jan. 1, 2011, a 1.0% across-the-board wage increase on Oct. 1, 2011, and a 1.0% across-the-board wage increase on July 1, 2012. The agreement allows an additional eight hours of floating holiday time in 2011 and an additional four hours of floating holiday time in 2012. David Albrecht made a motion to approve the contract, seconded by Bill Roh. The committee voted 0-5 against approving the labor agreement.
11. **Resolution: Adopt Revisions to the Winnebago County Administrative Salary Schedule.** Karon Kraft presented revisions to the administrative pay plan, which include, a 1.5% across-the-board wage increase effective Jan. 1, 2012. It also includes a 1.0% wage increase for salaried employees who have not reached their control point and for hourly employees below the mid-point of their pay range. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0.
12. **Resolution: Adopt 2011 Winnebago County Handbook of Employment Polices Covering Appointed Non-Represented Employees.** David Albrecht moved for approval, with the elimination of the changes to Article 13 Salary Administration, section D, number 6, regarding pay increases. Pay increases for non-represented employees were covered in the resolution just addressed. Seconded by Bill Roh. Carried 5-0.
13. **Resolution: Adopt 2011 Winnebago County Handbook of Employment Polices Covering Represented Employees.** Stan Kline moved for approval, seconded by Bill Roh. Carried 4-1. David Albrecht voted against.
14. Claud Thompson moved to approve the Resolution for Commendation for Linda Dodd, seconded by David Albrecht. Carried 5-0.
15. Claud Thompson moved to approve the Resolution for Commendation for Cheryl Fry, seconded by David Albrecht. Carried 5-0.
16. Claud Thompson moved to approve the Resolution for Commendation for Edward Clements, seconded by David Albrecht. Carried 5-0.

17. David Albrecht moved to disallow the two (2) claims from AT&T, seconded by Bill Roh. Carried 5-0.
18. The next scheduled meeting of the Personnel & Finance Committee is Thursday, July 7, 2011 at 8 a.m.
19. Jeanette Diakoff 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 9:35 a.m. Motion seconded by Bill Roh. Roll call vote: Thompson, aye; Roh, aye; Diakoff, aye; Kline, aye; Albrecht, aye. Motion carried 5-0.
20. At 10:40 a.m. Bill Roh made a motion to reconvene to open session, seconded by David Albrecht. Roll call vote: Thompson, aye; Roh, aye; Diakoff, aye; Kline, aye; Albrecht, aye. Motion carried 5-0.
21. Claud Thompson moved to adjourn the meeting at 10:42 a.m., seconded by Bill Roh. Carried 5-0.

Submitted by,
Joan Lowe