

## WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, September 3, 2015

TIME: 8:00 a.m.

PLACE: Human Resources Conference Room

PRESENT: David Albrecht  
Claud Thompson  
Joel Rasmussen  
Harold Singstock  
Bill Roh

ALSO PRESENT: Mark Harris, County Executive  
Chuck Orenstein, Finance Director  
Michael Collard, Director of Human Resources  
Mike Elder, Director of Facilities  
John Matz, Sheriff  
Todd Christopherson, Chief Deputy  
Rob Way, Parks Director/Expo Site Manager  
Sue Ertmer, County Clerk  
Larry Lautenschlager, County Board Supervisor  
Guy Hegg, County Board Supervisor  
Brad Viegut – Robert W. Baird & Co.

David Albrecht called the meeting to order at 8:00 a.m.

### Public Comments

Guy Hegg, County Board Supervisor District 27, voiced his concerns about Wittman Regional Airport.

**Budget Transfer – County Clerk, \$867.** Sue Ertmer, County Clerk, said her office exceeded its travel budget but has sufficient unspent funds in other expense accounts to cover the overage. Ertmer said that her staff attended unexpected training in Green Bay regarding the new marriage licensing system. Bill Roh moved for approval, seconded by David Albrecht. Carried 5-0.

**Budget Transfer – County Clerk, \$3,300.** The cost of hardware for new voting machines was higher than budgeted. There are sufficient unspent funds in the department's printing and duplicating account to cover the overage. Bill Roh said the committee's support should be contingent on the committee of jurisdiction's approval. Joel Rasmussen moved for approval, seconded by David Albrecht. Carried 5-0

**Budget Transfer – Sheriff's Office, \$2,151.** Sheriff John Matz requested that \$2,151 be transferred from the K9 fund balance to the professional supplies account for the purchase of three AceWatchDog alarm systems. The systems monitor air temperature in the canine patrol unit vehicles, and will alert three individuals when the temperature in the vehicle rises above 70 degrees. Bill Roh moved for approval, contingent on the support of the committee of jurisdiction and the county executive, seconded by Joel Rasmussen. Carried 5-0.

**Budget Transfer – Facilities and Property Management, \$985,000.** The transfer covers the cost of replacing the roofs at the highway and courthouse buildings. The replacement of a section of the courthouse roof was delayed by the need to remove the communication tower, while the highway roof is at the end of its useful life. Bill Roh moved for approval, contingent on approval by the county executive, seconded by Joel Rasmussen. Carried 5-0.

**Budget Transfer – Facilities and Property Management, \$6,665,000.** The transfer will fund the courthouse relocation project. The project will relocate various departments within the county to provide space in the courthouse solely to court-related functions. The Administrative Building on Otter Street will be reconfigured to accommodate the relocated departments. Mark Harris said he would approve the project funding. Bill Roh moved for approval, seconded by Joel Rasmussen. Carried 5-0.

**Budget Transfer – Parks Department, \$5,000.** The department requests the right to seek a \$5,000 grant from the American Transmission Company Tree Planting Program. If the grant is awarded, a variety of trees will be selected and planted throughout the county park to help replace trees lost to emerald ash borer damage. Joel Rasmussen moved for approval, contingent on the parks committee's support, seconded by Bill Roh. Carried 5-0.

**Budget Transfer – Parks Department, \$20,000.** The Parks Department is interested in applying for a \$20,000 Urban Forestry Grant from the Wisconsin Department of Natural Resources. If funds are awarded a variety of trees will be planted within the county park. Joel Rasmussen moved for approval contingent on the parks committee's support, seconded by Bill Roh. Carried 5-0.

**Resolution: Authorizing the borrowing of an amount not to exceed \$4,150,000; and authorizing the issuance and sale of general obligation promissory notes therefor.** The resolution would allow the county to raise funds to build or improve roads, highways, bridges, buildings and sites, and acquire and install furnishings, fixtures and equipment. David Albrecht moved for approval, seconded by Joel Rasmussen. Carried 5-0.

**Status of pay-for-performance and compensation study.** Mike Collard held eight pay-for-performance training sessions for supervisors and department heads. The pay raises should be in place at the start of the year. Collard also reported on the compensation study, noting the county received seven proposals from consultants. The field was narrowed to three candidates: Arthur J. Gallagher and Company, McGrath Consulting, and Carlson Dettmann Consulting.

Joel Rasmussen moved to approve the Resolution for Commendation for Patricia Hlavacek, seconded by David Albrecht. Carried 5-0.

Claud Thompson moved to disallow the claim of Jeff Maloney, seconded by David Albrecht. Carried 5-0.

The next meeting of the Personnel & Finance Committee will be Thursday, October 8, 2015, at 8 a.m.

David Albrecht moved to adjourn the meeting at 9:20 a.m., seconded by Bill Roh. Carried 5-0.

Submitted by  
Joan Lowe