

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, October 2, 2014

TIME: 8:00 a.m.

PLACE: Human Resources Conference Room

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

ALSO PRESENT: Mark Harris, County Executive
Chuck Orenstein, Finance Director
Michael Collard, Director of Human Resources
Julie Pagel, Register of Deeds
Jerry Bougie, Planning Zoning & GIS Director
Jim Eagon, Assistant Campus Dean UW Fox Valley
Brad Viegut, Robert W. Baird & Co.
Sofia Anastopoulous, Public Funds Consulting, LLC
Kenn Olson, County Board Supervisor
Guy Hegg, County Board Supervisor

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

Bill Roh moved to approve the minutes of the September 11, 2014, meeting, seconded by Joel Rasmussen. Carried 5-0.

Budget Transfer – Land Records Fund, \$24,000. Julie Pagel, Register of Deeds, said the vendor fee to digitize the historical documents in her department will be more than what was budgeted in 2014. The transfer would move \$24,000 from the general contingency fund to cover the additional cost. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0.

Budget Transfer – UW-Fox Valley – Roof Project, \$19,864. In January, 2014, the Personnel & Finance Committee approved \$590,000, with half that cost being shared by Outagamie County, for the general roof repair and maintenance work at UW-Fox Valley. Additional work was required due to extensive deterioration discovered during the repair process. The final cost of the project is \$19,864 more than what was allocated for the project. Outagamie County has already approved its share of \$9,932. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0.

Resolution: Revise the funding source for various capital projects approved during 2013 and 2014 from issuance of general obligation notes to using general fund reserves. Several capital projects approved during 2013 and 2014 were to be funded by the issuance of general obligation promissory notes. However, the county's 2013 audit showed the county could use the general fund reserves to reduce the amount the county needs to borrow in 2014. Harold Singstock moved for approval, seconded by Bill Roh. Carried 5-0.

Resolution: Resolution authorizing borrowing of up to \$4,395,000; and providing for the issuance and sale of general obligation promissory notes. The resolution would allow the county to raise funds to build or improve roads, highways, bridges, buildings and sites, including projects at the University of Wisconsin-Fox Valley campus. Bill Roh moved for approval, seconded by Harold Singstock. Carried 5-0.

Resolution: Adopt revision to Winnebago County pay schedules and provide pay increases for 2015.

Mike Collard presented proposed revisions to the county pay schedules for Administrative Employees, Courthouse Employees, Human Services Employees, Park View Health Center Employees, Highway Employees, Bridgetenders and Dispatchers. The proposal calls for a 1.5 percent wage increase across the board effective Jan. 1, 2015. It also adds a 2 percent wage increase for employees in the first quartile of the pay range, 1.5 percent wage increase for employees in the second quartile of the pay range, 1 percent increase for employees in the third quartile, and 0.5 percent increase for those in the fourth quartile of the pay range.

Joel Rasmussen said that the Administrative Employees had no step pay increases for eight years, while union employees regularly receive step pay increases. Rasmussen said the committee spoke of addressing the inequity early in the year, but nothing has been done. Claud Thompson said he has yet to see a merit system that is fair to everyone. Collard noted the wage increases are incorporated into the 2015 budget and agreed that the pay plan does need to be redesigned. Collard said he is preparing a request for proposal to hire a compensation consultant by the end of the year. David Albrecht said there is money in his 2014 budget to fund the compensation study.

David Albrecht moved for approval of the proposed pay schedule, seconded by Harold Singstock. Carried 3-2. Bill Roh and Joel Rasmussen voted against.

Resolution: Approving employee health clinic and authorizing contracts for its operation.

Mike Collard said the formation of the health clinic has been resolved with Group Health Trust agreeing to pay the county's portion of the start-up cost and operating cost for one year. There is a verbal understanding that if the county would stay with Wisconsin Counties Association's Group Health Trust longer than one year, they would continue funding the clinic costs. Collard said if 7.25 percent of the county's health care utilization goes to the clinic that would be enough for the county to break even. The county has agreed to pay 30 percent of the clinic's expenses; the maximum risk the county is liable for is \$163,796 per year for three years.

Bill Roh asked if any consideration was given to use the Huber facility as a possible clinic site. Collard said yes, but a neutral location was preferred and the Huber facility is larger than what is needed. Also, the city and school district also need to agree on the clinic's location. Joel Rasmussen moved for approval, seconded by David Albrecht. Carried 5-0.

Approval of revised investment policy. Chuck Orenstein attended a state treasurers' group meeting this summer and concluded that the county's investment policy should be reviewed and updated. Orenstein worked with Sofia Anastopoulous from Public Funds Consulting to rewrite the policy and update objectives to match the guidelines of the Government Finance Officers Association. One needed addition to the policy concerns the safekeeping of investments by a third party. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0.

Bill Roh moved to approve the Resolution for Commendation for Gail Pierson, seconded by Joel Rasmussen. Carried 5-0.

David Albrecht moved to disallow the claims of: AT&T; Kim Chapin; and Joseph Warne, seconded by Harold Singstock. Carried 5-0.

The next meeting of the Personnel & Finance Committee will be Thursday, November 6, 2014, at 8 a.m.

David Albrecht moved to adjourn the meeting at 10:00 a.m., seconded by Joel Rasmussen. Carried 5-0.

Submitted by
Joan Lowe