

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, March 5, 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
Doug Petraszak, Assistant Finance Director
Michael Collard, Director of Human Resources
Mike Elder, Director of Facilities
John Matz, Sheriff
Todd Christopherson, Chief Deputy
Ernie Winters, Highway Commissioner
Mary Krueger, Treasurer
Linda Kollmann, Director of Emergency Management
Ellen Shute, Deputy Director
Morgan Hinkley, Administrator Park View Health Center
Rob Way, Parks Director/Expo Site Manager
Patty Francour, Director of Information Systems
Guy Hegg, County Board Supervisor
Joan Lowe, Confidential Secretary

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

Public Comments

None

Joel Rasmussen moved to approve the minutes of the February 5, 2015 meeting, seconded by Bill Roh. Carried 5-0

Budget Transfer – Emergency Management, \$6,500. Linda Kollmann requested acceptance of a grant from the Department of Homeland security for the purpose of carrying out a State Interoperable Mobile Communications exercise. The exercise will be held May 6, 7 and 8 on the Sunnyview Expo grounds. The funding will pay for overnight security and standby emergency medical services. Joel Rasmussen moved for approval, seconded by Harold Singstock. Carried 5-0.

Budget Transfer – Facilities and Property Management, \$10,000. The transfer covers the cost of certifying employees with certain job skills. If employees become certified, some inspections can be done in-house saving the county money. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0

Budget Transfer – Highway Department, \$30,000. The transfer covers the costs to complete the design of the CTH I reconstruction project from Ripple Avenue to 37th St. in Oshkosh. Unspent funds from the CTH I and CTH N intersection will be used to finance the project. Joel Rasmussen moved for approval, seconded by Bill Roh. Carried 5-0.

Budget Transfer – Human Services, \$1,546. Ellen Shute reported that the Human Services Department exceeded its 2014 travel budget, but noted unspent funds in other expense accounts will cover the overage. Harold Singstock moved for approval, seconded by Claud Thompson. Carried 5-0.

Budget Transfer – Park View Health Center, \$60,000. Morgan Hinkley requested the transfer of revenues to cover the overage in operating expenses due to underestimated depreciation costs and uncollectible Medicare claims. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0.

Budget Transfer – Park View Health Center, \$150,000. A February 10 federal life safety code survey of Park View Health Center resulted in 13 citations that must be corrected by mid-April in order for Medicare and Medicaid payments to Park View Health Center to continue. Morgan Hinkley asked that \$150,000 be transferred from the Park View Health Center Fund Balance to make the improvements. Joel Rasmussen moved for approval, seconded by Bill Roh. Carried 5-0.

Budget Transfer – Parks Department, \$500,000. Rob Way said the Parks Department was offered an opportunity to submit a grant application to GameTime, Inc, to purchase playground and fitness equipment. If the grant is awarded, GameTime would showcase the playground as a demonstration site for its products. The grant, which would fund the playground equipment to be installed at Community Park Shelter #2, also would cover installation and surfacing material costs. Bill Roh moved for approval, seconded by Joel Rasmussen. Carried 5-0.

Sheriff's Office, \$17,500. Sheriff John Matz asked for acceptance of a \$17,500 donation from Tom and Penny Harenburg to purchase a K-9 unit dog and any additional equipment associated with the purchase. Joel Rasmussen moved for approval, seconded by Bill Roh. Carried 5-0.

Budget Transfer – Various Departments Type II Carryovers. Type II budget carryovers are requested when departments seek to use budgeted unspent funds in a succeeding year. Bill Roh moved for approval, seconded by Harold Singstock. Carried 5-0.

Type 2 Carryover- Highway Department. The carryover of \$271,900 to the 2015 Highway Department budget would be used to complete highway projects funded for in 2014. Bill Roh moved for approval, seconded by Claud Thompson. Carried 5-0.

Resolution: Authorize the appropriation of \$865,052 for the design and repair of the plaza deck at the courthouse in the City of Oshkosh. The courthouse plaza deck has deteriorated and is at risk for failure, which could cause damage to the courthouse interior. Since the courthouse is listed on the National Registry of Historical Buildings, the deck must be rebuilt to match the original sandstone which will greatly increase the cost. Mike Elder said the county could save \$100,000 by combining the repair project with the planned addition of a Welcome Center at the same time. Bill Roh moved for approval for the repair of the plaza deck, seconded by Claud Thompson. Carried 5-0.

Resolution: Approve the addition of a Welcome Center to the Winnebago County Courthouse to meeting Wisconsin Supreme Court security standards at a total cost of \$1,111,878. Mike Elder said the design work for the Welcome Center must be approved by the State Historical Society. If their guidelines are not followed, future federal funding could be delayed or eliminated. The Welcome Center would be about 800 square feet in size and built to match the exterior of the existing courthouse. Bill Roh said this project has been delayed far too long. Claud Thompson said he shares concerns about security but can't justify spending \$728,250 for the addition. Thompson made a motion to split the resolution, separating the building costs from the engineering and security costs. The motion to split the resolution died for a lack of a second. David Albrecht motioned to forward the resolution to the county board, seconded by Bill Roh. Carried 4-0-1. Claud Thompson abstained.

Discussion and action regarding multi-year contracts for the Information Systems Department. Patty Francour requested to extend several small multi-year maintenance agreements. These contracts are renewed annually but extending the computer server security agreements to three years would reduce costs. David Albrecht moved for approval, seconded by Joel Rasmussen. Carried 5-0.

Sale of county owned property to the City of Oshkosh – The general code for Winnebago County requires the County Treasurer to offer tax-deeded non-homestead properties to governmental entities willing to pay their taxes, plus interest and acquisition costs. The City of Oshkosh is interested in buying parcel number 911-0374-02 which is within a city TIF district. Harold Singstock moved for approval, seconded by Joel Rasmussen. Carried 5-0.

Sale of county owned property to the Town of Clayton – Under the general code for Winnebago County, the Town of Clayton is seeking to buy parcel number 006-1663 as the site of a storm water management system serving the Hidden Park South subdivision. Harold Singstock moved for approval, seconded by Joel Rasmussen. Carried 5-0.

Register of Deeds internal audit. Assistant Finance Director Doug Petraszak presented a report of the internal audit of the Register of Deeds office. The last time a department audit was completed of the Register of Deeds office was 2008. Petraszak said no procedural problems were discovered.

Update on pay-for-performance compensation study. Mike Collard distributed a timeline showing the when the tasks for the pay for performance project would be complete. Collard said the study group's proposal should be ready for the Personnel and Finance Committee review in May. Harold Singstock said Collard was doing an outstanding job keeping this project moving along.

Update on Three Waves Health Clinic & Wellness Center. Mike Collard said the Three Wave Health Clinic operated at full capacity in February. Collard said Interra Health is trying to recruit a physician's assistant and an advanced practice nurse practitioner to its staff.

Bill Roh moved to approve the Resolution for Commendation for Pamela Jungbauer, seconded by Claud Thompson. Carried 5-0.

Joel Rasmussen moved to disallow the claim of: George Wilcox, seconded by David Albrecht. Carried 5-0.

The next meeting of the Personnel & Finance Committee will be Thursday, April 2, 2015, at 8 a.m.

David Albrecht moved to adjourn the meeting at 10:17 a.m., seconded by Bill Roh. Carried 5-0.

Submitted by
Joan Lowe