

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, January 7, 2021

TIME: 8:00 a.m.

PLACE: Winnebago County Administrative Building  
112 Otter Ave., Oshkosh WI  
Conference Room 120

PRESENT: Joel Rasmussen  
Steve Binder  
Vicki Schorse (arrived 8:08 am)  
Stephanie Spellman  
David Albrecht

ALSO PRESENT: Mark Harris, County Executive  
Mike Collard, Director of Human Resources  
Vicky Fitzgerald, Finance Director  
John Matz, Sheriff  
Lara Vendola-Messer, Captain  
Ray Palonen, Highway Commissioner  
Eric Rasmussen, Director of Emergency Management  
Mary Krueger, Treasurer  
Vicki Redlin, Acting Director of Parks and Expo Center

Joel Rasmussen called the meeting to order at 8:00 a.m.

**Public Comments**

None

David Albrecht moved to approve the minutes of Nov. 5, 2020, seconded by Stephanie Spellman. Carried 4-0.

**Budget Transfer – Emergency Management, \$6,732.** Eric Rasmussen requested acceptance of a \$6,732 Hazardous Materials Emergency Planning Grant from the Wisconsin Department of Military Affairs. The funding will cover expenses associated with refresher training courses for the Northeast Regional Hazmat Team. David Albrecht moved to approve, seconded by Steve Binder. Carried 4-0.

**Budget Transfer – Finance Miscellaneous Unclassified, \$294,327.** The transfer accepts additional reimbursement from the Wisconsin Department of Administration and will be appropriated to reimbursable expenses related to COVID-19. The State has reallocated unused COVID funding from other entities, with Winnebago County being awarded an additional \$294,327. David Albrecht moved to approve, seconded by Stephanie Spellman. Carried 4-1. Joel Rasmussen voted against.

**Budget Transfer – Highway Department, \$6,609,000.** The transfer appropriates \$6,609,000 to the Highway Department's 2021 bridge and road paving program. The county will transfer \$4,577,280 from the undesignated general fund balance, with the remaining \$2,031,720 coming from outside sources to fund the projects. David Albrecht moved to approve, seconded by Vicki Schorse. Carried 5-0.

**Budget Transfer – Parks Department, \$2,301.** The plastic panels in the Soccer Shelter restrooms are warping and need to be replaced. The panels are under warranty but the transfer covers labor cost

associated with their installation. Steve Binder moved to approve, seconded by Stephanie Spellman. Carried 5-0.

**Budget Transfer – Parks Department, \$100,000.** The transfer moves \$100,000 from the county's contingency reserve account to the Winnebago County Parks capital improvement account to provide additional funding in replacing the Asylum Point Island Bridge with a metal clear span structure. Steve Binder moved to approve, seconded by Vicki Schorse. Carried 5-0.

**Budget Transfer – Sheriff's Office, \$360,200.** The Sheriff's Office needs to replace the existing Cambium microwave network equipment that will no longer be supported by the vendor. The equipment is vital to the radio communications for public safety agencies throughout Winnebago and Outagamie Counties. Vicki Schorse moved to approve, seconded by David Albrecht. Carried 5-0.

**Approve sale of county owned property to the Town of Algoma.** The general code for Winnebago County requires the County Treasurer to offer tax-deeded non-homestead properties to governmental entities willing to pay their tax bills, plus any interest and acquisition costs. The Town of Algoma is interested in buying such a parcel, number 002-3059, to be used for storm water management. Steve Binder moved for approval, seconded by Vicki Schorse. Carried 5-0.

**Discussion for schedule of payoff of callable 2012 and 2014 bonds.** Vicky Fitzgerald discussed the timeline to pay off the 2012 and 2014 callable bonds. This will occur on April 1, 2021 in the amount of \$4,826,125.

**Discussion of 2021-2025 Capital Improvement Plan and funding sources.** The 2021-2025 Capital Improvements Plan table of projects by department, year and total cost was presented and discussed. The Finance Director also presented four scenarios of how to fund these projects, whether via bonding or application of undesignated general fund balance. It was discussed that the plan was to apply \$5,488,480 of undesignated general fund balance to the 2021 planned projects. This would cover \$4,947,280 for the highway projects and \$541,200 for the UWO – Fox Cities campus projects. The Finance Director inquired whether and how much should be applied from the undesignated fund balance for subsequent years 2022 – 2025. A consensus was achieved to wait on planning that in the subsequent years, and reevaluate the usage at the planning stages each year. At that point Justin Fischer from Baird joined the meeting via phone to discuss the financing plan for the scenario that was agreed upon. The borrowing for fiscal year 2021 will not exceed \$5,770,000. The assumed rate of interest was 2.5%, and the planned fiscal year 2022 debt service levy will drop by \$.02 from \$.62 to \$.60. This plan will require a front-loaded payment of \$4,424,248 for the 2021 borrowing, and then will drop below \$200,000 in the remaining 9 years.

David Albrecht moved to approve a Resolution of Commendation to Linda Kollmann, Cindy Pischke and Robert Way, seconded by Vicki Schorse. Carried 5-0.

The next scheduled Personnel & Finance Committee meeting is Feb. 4, 2021, at 8:00 a.m.

David Albrecht moved to adjourn at 9:12 a.m., seconded by Stephanie Spellman. Carried 5-0.

Submitted by  
Joan Lowe