

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

DATE: Thursday, February 2, 2017

TIME: 8:00 a.m.

PLACE: Human Resources Conference Room

PRESENT: Joel Rasmussen  
Mike Brooks (arrived at 8:03 am)  
Harold Singstock  
David Albrecht

EXCUSED: Bill Roh

ALSO PRESENT: Michael Collard, Director of Human Resources  
Chuck Orenstein, Finance Director  
John Matz, Sheriff  
Mike Elder, Director of Facilities and Property Management  
Doug Gieryn, Director of Public Health  
Doug Petraszak, Assistant Finance Director  
John Fink, Executive Assistant  
Mary Krueger, Treasurer  
Mike Norton, County Board Supervisor

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

### Public Comments

None

David Albrecht moved to approve the minutes of January 5, 2017, seconded by Harold Singstock. Carried 3-0.

**Budget Transfer – Facilities and Property Management, \$410,000.** The transfer covers the cost to repair the damaged masonry on the courthouse parapet wall. Deterioration of the existing waterproof coating has allowed moisture to penetrate and damage the masonry. The 2016 roof-replacement project was put on hold due to the need to repair the wall damage, so both projects will be combined at a cost not to exceed \$410,000. David Albrecht moved for approval, seconded by Harold Singstock. Carried 4-0.

**Budget Transfer – Miscellaneous Unclassified, \$111,000.** State law allows taxpayers to contest the assessed value of their properties. When the property owner's assessment is revised, a refund of excess property taxes collected is issued. The transfer covers budget overages due to property tax refunds of \$111,000 due to revised assessments. Harold Singstock moved for approval, seconded by David Albrecht. Carried 4-0.

**Budget Transfer – Miscellaneous Unclassified, \$150,000.** Payouts for unused sick time balances exceeded what was budgeted. The transfer of \$150,000 adjusts the budget to reflect the 2016 overage related to sick leave payouts. Mike Brooks moved for approval, seconded by Joel Rasmussen. Carried 4-0.

**Budget Transfer – Public Health, \$84,610.** Doug Gieryn asked for acceptance of \$84,610 from the United Way Fox Cities funding to allow the county to provide program management services to the

Weight of the Fox Valley program. Mike Brooks moved for approval, seconded by Joel Rasmussen. Carried 4-0.

**Budget Transfer – Sheriff’s Office, \$1,160.** Sheriff John Matz requested a 2.19 percent wage increase for the reserve officers on the unclassified pay schedule and to transfer the amounts needed to cover the increase from the salary contingency fund to temporary employee pay and benefit accounts. Mike Brooks moved for approval, seconded by David Albrecht. Carried 4-0.

**Budget Transfer – Sheriff’s Office, \$2,000.** Wisconsin County Mutual Insurance Corporation held its annual Advanced Law Enforcement Risk Training challenge. Winnebago County received a \$2,000 award for its fifth-place finish. The Sheriff’s Office seeks to use the awarded funds to purchase a new K9 sleeve, which will help in training K9’s for combative arrests. Mike Brooks moved for approval, seconded by Harold Singstock. Carried 4-0.

**Review of 2015 audit.** David Maccoux of Schenck Business Solutions summarized the Comprehensive Annual Financial Report and the Management Communications Report. Maccoux reported no concerns about the county’s accounting procedures and controls.

**Approve 5-year contract with Word Systems, Inc.** Sheriff John Matz requested acceptance of a five-year technical service agreement with Word Systems, Inc., which provides the audio and data recording equipment used by the 911 dispatchers. Matz said the county would save \$4,000 per year by entering into a multi-year contract. David Albrecht moved for approval, seconded by Mike Brooks. Carried 4-0.

David Albrecht moved to approve the Resolution for Commendation for James Cross, Dorothy De Grace, Christine Navis, Richard Rosenow, Tom Saari, Mary Beth Schultz and Robin Tetzlaff, seconded by Mike Brooks. Carried 4-0. Joel Rasmussen asked that these resolutions be deferred to the March county board meeting.

The Personnel & Finance Committee will meet March 2, 2017, at 8:00 a.m.

Mike Brooks moved to adjourn at 8:45 a.m., seconded by Harold Singstock. Carried 4-0.

Submitted by  
Joan Lowe