

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, April 1, 2021

TIME: 8:00 a.m.

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

PRESENT: Joel Rasmussen
Steve Binder
David Albrecht
Morris Cox

EXCUSED: Vicki Schorse

ALSO PRESENT: Mark Harris, County Executive
Mike Collard, Director of Human Resources
Vicky Fitzgerald, Finance Director
Mike Elder, Director of Facilities
Doug Gieryn, Director of Public Health
Kara Gruber, Administrator Park View Health Center
John Matz, Sheriff
Kelly Schmitz, Evidence and Records Supervisor
Christopher Braman, Lieutenant
Mary Anne Mueller, Corporation Counsel
Patty Francour, Director of Information Systems
Sue Ertmer, County Clerk
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 March 4, 2021, seconded by Steve Binder. Carried 3-0-1. Morris Cox abstained.

Budget Carryover – County Clerk, \$29,370. In 2020 the County Clerk received a County Election Security subgrant from the Wisconsin Elections Commission. The transfer appropriates expenses in the correct years. David Albrecht moved to approve, seconded by Morris Cox. Carried 4-0.

Budget Carryover – Park View Health Center, \$9,000. The transfer moves \$9,000 in savings from the Range Hood project to cover overages associated with the Neighborhood Door capital improvement project. Steve Binder moved to approve, seconded by David Albrecht. Carried 4-0.

Budget Carryover – Parks Department, \$6,250. Additional revenue was received after the cutoff for carryover requests. The transfer allows an additional \$6,250 in revenue to be moved to 2021 for Asylum Point Bridge capital improvement project. Steve Binder moved to approve, seconded by Morris Cox. Carried 4-0.

Budget Transfer – Airport, \$2,500. The 2019 sealcoat project is finished but a budget transfer to allocate the remaining project funds from 2019 to 2020 was not completed. This transfer is necessary to pay the remaining county share of the project. Steve Binder moved to approve, seconded by Joel Rasmussen. Carried 4-0.

Budget Transfer – Corporation Counsel, \$6,500. Mary Anne Mueller asked that \$6,500 be transferred from the contingency reserve account to other operating expense-small equipment in order to purchase new furniture for a new paralegal in her office. David Albrecht moved to approve, seconded by Steve Binder. Carried 4-0.

Budget Transfer – Facilities, \$190,000. The transfer will fund the remodeling of the District Attorney's Office. The project will either be funded by a transfer from the undesignated general fund balance, or an advance from the general fund to be reimbursed with subsequent bond issue. Steve Binder moved to approve, seconded by Morris Cox. Carried 4-0.

Budget Transfer – Facilities, \$227,000. Mike Elder requested \$227,000 to replace the roof of the Orrin King building, which has reached the end of its projected useful life of thirty years. The project will either be funded by a transfer from the undesignated general fund balance, or an advance from the general fund to be reimbursed with subsequent bond issue. Steve Binder moved to approve, seconded by David Albrecht. Carried 4-0.

Budget Transfer – Facilities, \$875,000. The transfer covers the cost to clean and repair damaged masonry walls at the Winnebago County Courthouse. The project will either be funded by a transfer from the undesignated general fund balance, or an advance from the general fund to be reimbursed with subsequent bond issue. Steve Binder moved to approve, seconded by David Albrecht. Carried 4-0.

Budget Transfer – Facilities/Sheriff's Office, \$305,500. The transfer authorizes the Winnebago County Facilities Department to build a Sheriff's Office evidence storage building. The current storage area has reached its capacity and has no fire protection. The project will either be funded by a transfer from the undesignated general fund balance, or an advance from the general fund to be reimbursed with subsequent bond issue. Steve Binder moved to approve, seconded by Morris Cox. Carried 4-0.

Budget Transfer – Human Services, \$400. The transfer moves funds from other operating expense-small equipment to capital outlay to cover the overage needed for the purchase of transport van. The budgeted amount was based on a vehicle no longer in production and its substitute costs \$400 more. Steve Binder moved to approve, seconded by Morris Cox. Carried 4-0.

Budget Transfer – Parks Department, \$245,050. The Winnebago County Parks experienced a shortfall in revenue in 2020 because of canceled events due to COVID-19. Because of the shortfalls, there was not enough money available to carry over to 2021 to fund the already approved expenses for the Asylum Point Bridge and Dog Park projects. The transfer moves funds from the undesignated general fund balance to capital outlay to fund the shortfalls. Steve Binder moved to approve, seconded by Morris Cox. Carried 4-0.

Budget Transfer – Public Health Department, \$1,035,800. Doug Gieryn said the transfer would accept an additional \$1,035,800 in grant funding from the Department of Health and Human Services. The funding would be applied to temporary labor costs and expenses associated with COVID-19. If the county does not accept the funds another entity might receive them. The committee asked Gieryn if he spent the \$761,000 grant that was approved in February but he didn't know. Steve Binder moved to approve, seconded by Morris Cox. Denied 2-2. Albrecht and Rasmussen voted against.

Approve change to the table of organization for Emergency Management. Eric Rasmussen requested that the table of organization be amended in response to a current vacancy within the department. Rasmussen asked that a 60% Emergency Management Associate be change to an 80% Emergency Management Specialist. The duties of the position have elevated from a secretarial position to that of an Emergency Management professional. Joel Rasmussen moved to approve, seconded by David Albrecht. Carried 4-0.

Approve a multi-year commitment for Microsoft licensing renewal. Patty Francour asked for the acceptance of a multi-year contract with Microsoft. There is no viable alternative; the majority of the county network utilizes Microsoft operational systems. Steve Binder moved to approve, seconded by David Albrecht. Carried 4-0.

Report from Michael Collard regarding 2020 health and dental insurance performance. The county budgeted \$17.7 million in 2020 for health and dental insurance. Due to COVID 19, individuals were unable to go to the doctor and deferred their medical procedures, thus the county saved \$2.6 million from projected expenditures. Last year, the county changed its prescription drug carrier from Optum RX to CVS Caremark due to better rebates.

David Albrecht moved to approve Resolutions of Commendation for Julie Dodd, Michael Drews, Lee Ann Fronczak and Laura Todd, seconded by Steve Binder. Carried 4-0.

David Albrecht moved to disallow the claim of Ralph Gratz, seconded by Morris Cox. Carried 4-0.

The next scheduled Personnel & Finance Committee meeting is May 6, 2021, at 8:00 a.m.

Morris Cox moved to adjourn at 9:30 a.m., seconded by David Albrecht. Carried 4-0.

Submitted by
Joan Lowe