

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, May 7, 2020

TIME: 8:00 a.m.

PLACE: Virtual Meeting
1-312-626-6799
ID 826 1970 5119 #

COMMITTEE MEMBERS

PARTICIPATING: Joel Rasmussen
David Albrecht
Stephanie Spellman
Vicki Schorse

ALSO PARTICIPATING:

Mark Harris, County Executive
Vicky Fitzgerald, Director of Finance
Mike Collard, Director of Human Resources
Melissa Pingel, Clerk of Courts
Sue Ertmer, County Clerk
Mary Krueger, Treasurer
Rob Way, Director of Parks and Expo Center
Ray Palonen, Highway Commissioner
Jim Schell, Airport Director
John Matz, Sheriff
Michael Ford, Oshkosh City Council
Mark Rohloff, City Manager at City of Oshkosh
Mike Easker, Director of Finance at City of Neenah
Russ Van Gompel, Director of Finance at City of Oshkosh
Dean Kaufert, Mayor City of Neenah

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

Joel Rasmussen made a motion to revise the agenda by moving discussion of Act 185 and Oshkosh Council Resolution 20-191 after the approval of the meeting minutes and to move the resolution approving hazard pay bonuses to certain county employees as part of the Miscellaneous Unclassified budget transfer. David Albrecht approved the motion, seconded by Vicki Schorse. Aye 4 – Nay 0. Carried 4-0.

Public Comments

For support of Act 185 and Oshkosh Council Resolution 20-191
Mayor Dean Kaufert, City of Neenah
Mark Rohloff, City Manager of Oshkosh

Hazard pay bonus concerns

Susan Ertmer, County Clerk
Melissa Pingel, Clerk of Courts

David Albrecht moved to approve the minutes of April 2, 2020, seconded by Vicki Schorse. Aye 4 – Nay 0. Carried 4-0.

Stephanie Spellman moved to approve the minutes of April 13, 2020, seconded by Vicki Schorse. Aye 4 – Nay 0. Carried 4-0.

Discussion of Act 185 and Oshkosh Council Resolution 20-191. The committee discussed the possibility of waiving interest for late property tax installments. The Wisconsin Legislature passed Act 185 for COVID relief stating a taxation district may provide a property tax installment payment due and payable after April 1, 2020, not accrue interest or penalties if paid on or before October 1, 2020, if both the county and taxation district adopt resolutions authorizing the waiver. With COVID-19, many citizens face economic burdens and this would provide some temporary relief. The committee discussed options to waive interest for taxpayers throughout the entire community, or applying the waivers on a case-by-case basis. The Oshkosh council passed resolution 20-191 requesting that Winnebago County waive interest for late property tax installments. Delaying the due date of tax payments to October 1, 2020, will negatively affect the county's cash flow. The city can't waive interest and penalties unless the County Board first adopts a resolution to allow it. After a lengthy discussion, the committee decided not to act at this time.

Budget Transfer – Capital Projects. The transfer moves unspent funds from highway capital projects to cover highway capital projects that came in over budget. No action was required.

Budget Transfer – Parks Department, \$768. The transfer moves \$768 of unspent funds from the department's capital account for the dog park fencing project to help purchase a Toro tractor top dresser that came in over budget. No action was required.

Budget Transfer – Miscellaneous Unclassified, \$326,168.

Resolution: Approve payment of hazard pay bonuses to certain County employees.

The transfer moves \$9,437 from the salary contingency and \$316,731 of the county's undesignated general fund balance to provide hazard pay bonuses. The bonuses will provide \$500 each for employees at Park View Health Center, the Crisis Center, and the Sheriff's Office, and up to \$250 to other employees classified as health care providers or emergency responders under the Families First Coronavirus Response Act. Committee members questioned how many employees were infected with COVID-19 while on the job. They noted many people in the community are working and being exposed, yet would pay for this with their tax dollars. Stephanie Spellman moved for approval, seconded by Joel Rasmussen. Aye 1 – Nay 3. Albrecht, Schorse and Rasmussen voted against.

Approve ground lease between Winnebago County and Dennis Moehn. Dennis Moehn, an existing airport tenant, seeks to build a new hangar and parking apron adjacent to Taxiway Kilo. The contract would run June 1, 2020, through May 31, 2040, and would include three optional 10-year extensions. David Albrecht moved for approval, seconded by Vicki Schorse. Aye 4 – Nay 0. Carried 4-0.

Approve Human Resources Policy 13A regarding benefits required under the Families First and Coronavirus Response Act. The policy would be part of the county's existing Family and Medical Leave policy and is effective April 1 through Dec. 31, 2020. The Families First Coronavirus Response Act (FFCRA) requires certain employers to provide employees with paid sick leave or extended family and medical leave for specified reasons related to COVID-19. The policy provides affected employees two weeks (up to 80 hours) of paid sick leave at full pay when the employee is unable to work because he or she is quarantined or experiencing COVID-19 symptoms and seeking a medical diagnosis. The policy provides two weeks (up to 80 hours) of paid sick leave at two-thirds the employee's regular rate of pay when the employee is unable to work because they need to care for an individual subject to quarantine,

or care for a minor whose school or care provider is closed or unavailable for reasons related to COVID-19. The policy also provides an additional 10 weeks of paid family and medical leave at two-thirds the employee's regular rate of pay when an employee is unable to work due to care for a child whose school or care provider is closed or unavailable for reasons related to COVID-19. Vicki Schorse moved for approval, seconded by David Albrecht. Aye 4 – Nay 0. Carried 4-0.

Approve Human Resources Policy 13B regarding County Emergency Paid Sick Leave for health care providers and first responders not covered by the FFCRA. The policy would be part of the county's Family and Medical Leave policy already in place and is effective April 1, 2020 through December 31, 2020. The policy provides benefits for health care providers and emergency responders who are exempt from the Families First and Coronavirus Response Act (policy 13A). Vicki Schorse moved for approval, seconded by David Albrecht. Aye 4 – Nay 0. Carried 4-0.

Consideration of reclassification requests for certain County positions. The Winnebago County Compensation Plan allows department heads to make written requests to the Director of Human Resources to reclassify an existing position from one pay grade to another. The Director reviews the requests and presents recommendations to the Personnel & Finance Committee.

- **Administrative Associate I in Facilities.** The position currently falls in pay grade 13 and the department requested it be raised to pay grade 16 and retitled Administrative Associate III. Mike Collard reviewed the position and recommends it remain at pay grade 13.
- **Crisis Center Supervisor in Human Services.** Collard reviewed the position and recommends the position be moved from its current pay grade of 24 to pay grade 26, where other supervisors in the division are classified.
- Collard reviewed the position of **Environmental Manager at Solid Waste** and recommends the position be moved from its current pay grade 24 to pay grade 25.
- **Court Record Associate.** This request was tabled until next month's meeting as requested by Melissa Pingel.

David Albrecht moved to approve the recommendations made by Collard and to table the position of Court Record Associate, seconded by Stephanie Spellman. Aye 4 – Nay 0. Carried 4-0.

Review of 1st Quarterly Investment Report. Vicky Fitzgerald reported that the average rates of return as of March 31, 2020, and December 31, 2019, were 2.15% and 2.37%, respectively. Last year at March 31, 2019 the average return was 2.23%. Overall interest rates have dropped due to the COVID-19 virus pandemic.

David Albrecht moved to approve a Resolution of Commendation to Daniel Poeschl and Ruth Sheveland, seconded by Vicki Schorse. Aye 4 – Nay 0. Carried 4-0.

Vicki Schorse moved to disallow the claim of Heather and Steve Ebert, seconded by David Albrecht. Aye 4 – Nay 0. Carried 4-0.

The next scheduled Personnel & Finance Committee meeting is June 4, 2020, at 8:00 a.m.

Stephanie Spellman moved to adjourn at 10:43 a.m., seconded by Vicki Schorse. Aye 4 – Nay 0. Carried 4-0.

Submitted by
Joan Lowe