

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, June 26, 2014

TIME: 8:00 a.m.

PLACE: Human Resources Conference Room

PRESENT: David Albrecht
Bill Roh
Claud Thompson
Joel Rasmussen
Harold Singstock

ALSO PRESENT: Mark Harris, County Executive
Chuck Orenstein, Finance Director
Michael Collard, Director of Human Resources
Sue Ertmer, County Clerk
Jerry Bougie, Planning, Zoning & GIS Director
Mary Krueger, Treasurer
Ernie Winters, Highway Commissioner
John Rabe, Director of Solid Waste
Thomas Widener, County Board Supervisor

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

Bill Roh moved to approve the minutes of the June 5, 2014, meeting, seconded by Joel Rasmussen. Carried 5-0.

Joel Rasmussen moved to approve the minutes of the June 5, 2014, joint meeting of the Facilities & Property Management, Parks and Recreation and Personnel and Finance Committees, seconded by Bill Roh. Carried 5-0

Budget Transfer – County Clerk, \$6,339. The transfer covers the cost for temporary help while an employee is on medical leave. The \$6,339 comes from the county's salary contingency fund. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.

Budget Transfer – UW-Fox Valley, \$50,000. Tom Widener requested a transfer of \$50,000 for anticipated 2014 snow removal costs on the UW-Fox valley campus. The expenses for 2014 already exceed \$27,000, he said. The total snow-removal cost will be split between Winnebago and Outagamie counties. Joel Rasmussen moved for approval, seconded by Harold Singstock. Carried 5-0.

Approval for special pay adjustment for Judicial Assistant. Mike Collard requested a one-time pay adjustment of \$3 per hour for a Judicial Assistant, bringing the pay rate to parity with her peers. David Albrecht said he will not support the pay adjustment in advance of a county salary study planned for later this year. Claud Thompson moved for approval, there was no second to the motion.

Approval for special pay adjustment for Recycling Coordinator. John Rabe requested a pay adjustment for the Solid Waste Recycling Specialist, bringing her annual salary to the control point of her salary range and matching her pay level to salaries earned by holders who hold similar positions in the surrounding counties. The committee took no action, noting a wage study for all county employees is needed first.

Update on Property Tax Lister's office. Jerry Bougie said that the Tax Lister is back after being off on a medical leave. The new Tax Listing Specialist position has been filled and is doing well. Employees in the department are now being cross-trained so they can more easily cover for extended absences of others.

Bougie said he expects the Tax Lister's office will be moved closer to the Planning and Zoning Department once a courthouse space study is completed.

Authorize temporary limited easement to Wisconsin Department of Transportation. Mary Krueger said that the Wisconsin Department of Transportation has requested a temporary limited easement on a parcel of land the county acquired by tax foreclosure. Krueger said the easement is necessary for the STH 441/USH10 reconstruction project. Joel Rasmussen moved for approval, seconded by Bill Roh. Carried 5-0.

Approve proposed amendment of Human Resources policy 20.02. Policy 20.02 defines immediate family members for eligible use of sick and funeral leave. An amendment to the policy would include registered domestic partners, and the children and parents of registered domestic partners. After committee discussion Bill Roh moved to delay action until the Nov. meeting, seconded by Joel Rasmussen. Carried 4-1. Claud Thompson voted against, saying the amendment is not about same sex marriage it is about partnerships and the request is reasonable.

Approve Excess Committee Days. A report of County Board members' billings for attendance of unauthorized committee meetings from April 1, 2013, through March 31, 2014, was distributed for committee review. Bill Roh moved for approval, seconded by Joel Rasmussen. Carried 5-0.

Discussion regarding county compensation plans. The county authorized a pay study in 2000 that has now become outdated. Mike Collard distributed an outline of areas that need to be addressed in a new study, noting some items may require help from an independent consultant. Some areas can be dealt with internally but a consultant may need to be hired for guidance. David Albrecht noted that \$70,000 is budgeted for the pay study. Albrecht said he will meet with Collard and Mark Harris to discuss how the county should proceed.

Joel Rasmussen moved to disallow the claim of: Hausmann-McNally Attorneys at Law for Linda Pitz, seconded by David Albrecht. Carried 5-0.

The next meeting of the Personnel & Finance Committee will be Thursday, August 7, 2014, at 8 a.m.

Harold Singstock moved to adjourn the meeting at 9:46 a.m., seconded by Joel Rasmussen. Carried 5-0.

Submitted by
Joan Lowe