

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Tuesday, October 4, 2022
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Ed Wagner, Lance Pliml, Adam Fischer, Donna Rozar, Laura Valenstein

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Bill Clendenning, Dennis Polach, Jeff Penzkover, Ed Newton, PaNyia Yang, Kim McGrath, Kelli Francis, Adam Fandre, Heather Gehrt, Sue Smith, Jason Grueneberg, Amy Kaup, Carolynn Martin, Rock Larson, Jason DeMarco, Brandon Vruwink, Mary Schlagenhaft, Shawn Becker, Kim Stimac, Brent Vruwink, Marissa Kornack, Nick Flugaur, Mary Solheim, Quentin Ellis

The meeting was called to order by Chair Wagner at 9:01 a.m.

There were no public comments.

Motion (Fischer/Valenstein) to approve the consent agenda. Motion carried unanimously.

Pliml stated that there is nothing new to share in regards to ARPA funds.

Wellness Coordinator Fandre provided an update on the Wellness Program.

Treasurer Gehrt presented a resolution to sell tax deeded property.

Motion (Rozar/Pliml) to approve the resolution to sell tax deeded property. Motion carried unanimously.

Gehrt presented a resolution to sell tax deeded property back to the former owner.

Motion (Rozar/Valenstein) to approve the resolution to sell tax deeded property back to the former owner. Motion carried unanimously.

Gehrt stated that she is evaluating banking services. She stated that Corporation Counsel advised that she does not need to do an RFP process as it is a service. The County does not have a contract for banking services.

Finance Director Newton provided an update on Finance Department activities.

Veterans Service Officer Larson presented a resolution to amend the 2022 budget with a transfer of funds from a non-lapsing fund balance into the Veterans Relief fund.

Motion (Pliml/Fischer) to approve the resolution to amend the 2022 Veterans Relief budget with the transfer of funds. Motion carried unanimously.

Newton provided an updated budget summary to the Committee. Discussion ensued regarding the \$25,000 allocation for the fair. IT Director Kaup presented information related to the FTE that she is requesting in the 2023 budget. Discussion ensued at length.

Motion (Rozar/Pliml) to forward the 2023 budget as presented to the full County Board. Motion carried unanimously.

Human Resources Director McGrath presented an updated Annual Step Increase Procedure to the Committee that incorporates the change to allow casual employees on the Wood County Wage Plans to receive a step increase. McGrath explained that the change is included in the impacted departments' 2023 budget.

Motion (Fischer/Valenstein) to approve the Annual Step Increase Procedure to allow casual employees on the Wood County Wage Plans to receive a step increase. Motion carried unanimously.

McGrath presented a change to the Overtime/Compensatory Time Policy addressing Straight Time for Sheriff Lieutenants. McGrath explained that the policy is fairly standard in law enforcement agencies, including the City of Wisconsin Rapids and surrounding counties/municipalities. Sheriff Becker stated that the policy change will improve recruitment and retention for Lieutenant positions. Discussion ensued.

Motion (Pliml/Valenstein) to approve the change to the Overtime/Compensatory Time Policy. Motion carried unanimously.

Valenstein asked about the number of involuntary terminations reported for the month the year to date. McGrath stated that she would look into it and follow up accordingly.

There were no items presented for the next meeting agenda.

The next regular Committee meeting is November 1, 2022 at 9:00 a.m.

Wagner declared the meeting adjourned at 10:10 a.m.

Minutes recorded and prepared by Kelli Francis. Minutes in draft form until approved at the next meeting.