

OPERATIONS COMMITTEE MEETING MINUTES

DATE: Tuesday, July 12, 2022
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Safety Training Room

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, Joe Zurfluh, Bill Leichtnam, PaNyia Yang, Ed Newton, Kim McGrath, Kelli Francis, Trent Miner, Heather Gehrt, Jason Grueneberg, Adam Fandre, Marissa Kornack, Caitlin Saylor, Jodi Pingel, Amy Kaup, Nick Flugaur, Peter Kastenholz, Mary Schlagenhaft, Jason DeMarco, Tim Deaton (The Horton Group), Justin Fischer (Baird), Mitchel Olson (Bug Tussel)

The meeting was called to order by Chair Wagner at 9:00 a.m.

There were no public comments.

Motion (Rozar/Pliml) to approve the consent agenda. Motion carried unanimously.

Without objection, Chair Wagner moved agenda item 9b, a presentation from Baird, up on the agenda.

Justin Fischer of Baird gave a presentation to the Committee regarding three different options for debt financing/bonding of the overage anticipated with the jail project. Discussion ensued.

Motion (Pliml/Rozar) to split the additional \$14 million for the jail project between 2022 and 2023. Motion carried unanimously.

Pliml provided a brief update on ARPA funds and stated that the ARPA Committee will be meeting following the July County Board meeting. Brief discussion ensued.

County Clerk Miner provided an update to the Committee on the purchasing of ExpressVotes units and a potential overage in the elections budget due to the increased interest and participation in elections. Brief discussion ensued.

Wellness Coordinator Fandre provided an update on the Wellness Program.

Treasurer Gehrt stated that WCA would like to know if Wood County would be interested in securitization of the Opioid Funding by July 22nd. Gehrt stated that they do not need a commitment, they just need to know how many counties are interested in exploring the idea so that information can be gathered and a package can be presented at the end of December. Discussion ensued.

Motion (Rozar/Valenstein) to let WCA know that it is Wood County's intention to securitize the available Opioid Funding. Motion carried unanimously.

Gehrt discussed the need for a non-lapsing account for Act 216 to hold the proceeds of sales for five years. Deputy Finance Director Yang explained that they will utilize a deferred revenue account to hold the funds rather than a non-lapsing. Yang stated that this is similar to how they are holding ARPA funds.

Finance Director Newton provided an update on Finance Department activities.

Newton discussed 2023 CIP requests. The current request is for \$6.5 million and that it needs to be at the \$3.5 million level. Newton stated that all Parks & Forestry and Norwood requests on the CIP can fit into the restricted ARPA funds. Newton further explained that IT's CIP requests, as well as \$2 million of Highway's requests, can utilize the lost revenue ARPA funds. This would leave the debt to finance at \$3.4 million and would leave a remaining ARPA balance of \$10 million. Chair Wagner stated that this request for use of ARPA funds would be passed on to the ARPA committee.

Newton presented a resolution from the Judicial & Legislative Committee.

Motion (Pliml/Rozar) to approve the resolution from the Judicial & Legislative Committee for unanticipated revenue. Motion carried unanimously.

Newton stated that the Finance Department has been awarded the Certificate of Achievement for Excellence in Financial Reporting from GFOA. Newton stated that the department has received this award for 21 straight years. The Committee extended their congratulations.

Newton explained the 2023 Budget Parameter Letter that was drafted by Chair Wagner, in conjunction with him and Human Resources Director McGrath. Discussion ensued at length regarding inflation and COLA. The consensus of the Committee was to send the Budget Parameter Letter out to Department Heads as written.

Planning & Zoning Director Grueneberg presented a resolution regarding unconditional county guaranty of its pro rata share, intergovernmental agreement, and taxable revenue bond financing for the Bug Tussel project. Grueneberg stated that there would be a CEED Committee meeting prior to the County Board to approve the resolution.

Motion (Fischer/Pliml) to move the resolution forward to the County Board. Motion carried unanimously.

Tim Deaton of the Horton Group presented information on health insurance projections to the Committee as well as a change to the Pharmacy Benefit Manager. Discussion ensued.

Motion (Rozar/Valenstein) to move forward with the recommendation for the Pharmacy Benefit Manager. Motion carried unanimously.

Human resources Director McGrath presented the resolution for the Wood County Core Values and Merit Pay Procedure.

Motion (Pliml/Fischer) to approve the resolution for the Wood County Core Values and Merit Pay Program. Motion carried unanimously.

McGrath presented a memo to the Committee from Carlson Dettmann Consulting with the results of the annual salary grade appeal process. McGrath stated that four positions were submitted and only one is being recommended for a grade increase.

Motion (Pliml/Rozar) to accept the recommendation from Carlson Dettmann and move the Asphalt Plant Operator from Grade G to Grade H. Motion carried unanimously.

McGrath discussed the Highway Department Truck Operator wages. McGrath stated that she placed this on the agenda prior to the HIRC meeting last week. The current proposal from the Highway Department is to move all Truck Operators that are currently below Step 6 on the wage plan up to Step 6, and to advance those employees that are above Step 6 by one step. McGrath stated that her concern is the ramifications this will have as this isn't unique to the Highway Department. McGrath stated that 73% of County employees are currently below Step 6. McGrath stated that HIRC will be bringing a resolution for this at the next County Board meeting.

There were no comments from the Chair.

There were no items presented for the next meeting agenda.

The next regular Committee meeting is August 2, 2022 at 9:00 a.m.

Motion (Valenstein/Fischer) to go into closed session at 11:03 a.m. pursuant to Wis. Stats. 19.85(1)(c) to consider a temporary increase in pay for the Facilities Manager.

Roll call vote: Wagner: yes; Fischer: yes; Pliml: yes; Rozar: yes; Valenstein: yes. Motion carried

Motion (Pliml/Valenstein) to return to open session at 11:07 a.m. Motion carried unanimously.

Wagner declared the meeting adjourned at 11:08 a.m.

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