

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
May 2, 2018

IVES GROVE OFFICE COMPLEX
AUDITORIUM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Miller, Supervisors Dawson, Nielsen, Pringle, Shakoor II and Wisch, Youth Representative Anderson, Supervisor: Trotter, Human Resources Director Karen Galbraith, Finance & Budget Manager Kris Tapp, Chief of Staff MT Boyle, Clerk of Courts Samuel Christensen, Judge Boyle, Captain Dan Adams, Lt. Dan Klatt, Administrator of Health Services Michelle Goggins, HR Manager/AAO Calina Byrd, Asst. Corporation Counsel Sarah McNutt, County Treasurer Jane Nikolai, Asst. Superintendent Building & Facilities Mark Hoefs, Asst. Corporation Counsel John Serketich and Laura Detert from the City of Racine.

Excused: Supervisor Bernberg and Youth Representative Ward.

Agenda Item #1 - Convene Meeting

Meeting Called to Order at 5:02 pm by Chairman Miller.

Agenda Item #2 – Youth in Governance/Comments

Chairman Miller made a brief statement about the Youth in Governance program.

Agenda Item #3 – Public Comments

None.

Agenda Item #4 – Approval of Minutes from the April 11, 2018 Meeting.

Action: Approve the minutes from the April 11, 2018 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #5 – Approval of Minutes from the April 24, 2018 Meeting.

Action: Approve the minutes from the April 24, 2018 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #6 – Closed Session.

Action: Motion to go into closed session pursuant to s. 19.85(1)(c), WI Stats, to discuss with legal counsel the following claims against Racine County: 1) Jeffrey Opicka and 2) Georgette Hahn at 5:06 pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: Roll Call Vote was taken of the members present: All Ayes, No Nays.

Agenda Item #7- Regular Session.

Action: To reconvene into regular session at 5:15 p.m. **Motion passed.** Moved: Supervisor Pringle Seconded: Supervisor Nielsen. Vote: All Ayes, No Nays.

Action: Motion to approve the claim of Jeffrey Opicka for property damage in the amount of \$3,748.01 – 2018 – Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen.

Action: Motion to approve the claim of Georgette Hahn for personal injury in the amount of \$2,000 – 2018 – Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen.

Agenda Item #8 – Human Resources – Karen Galbraith – Affirmative Action Plan 2018 – Action of the Committee only.

Action: Accept the Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Chairman Miller requested that an email be sent to the full County Board with the link to the plan on the Racine County Website.

Supervisor Shakoor II was unable to access the packet for the meeting on the County Website. Chairman Miller stated he was able and requested that Staff contact the Information Technology Department to inform them of the issue and see if there is anything they could do to help Supervisor Shakoor II.

Agenda Item #9 – County Executive – Jonathan Delagrave – Authorize a donation of \$1,000 to Downtown Racine Corporation for K9 Heroes Art Project – 2018 – Report.

Action: Authorize a donation of \$1,000 to Downtown Racine Corporation for K9 Heroes Art Project – 2018 - Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #10 – Clerk of Courts – Samuel Christensen – Request Salary offer for Family Court Commissioner Candidate Above Mid-Point for Non-Rep – Exempt E090 – Action of the Committee only.

Action: Authorize the salary offer for the Family Court Commissioner Candidate Above Mid-point for Non-Rep – Exempt E090 – Action of the Committee only. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #11 – Building & Facilities Management – Mark Hoefs – Pay Scale Range Increase – County Electrician – 2018 – Resolution – 1st Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the pay scale range increase for the County Electrician – 2018 – Resolution – 1st Reading at the May 8, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #12 – County Treasurer – Jane Nikolai – Offer to Purchase an In-Rem Parcel – 1715 Albert St – Action of the Committee only.

Action: Authorize the sale of the In-Rem parcel at 1715 Albert St – Action of the Committee only. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #13 – County Treasurer – Jane Nikolai – Donation of Parcel 206-031932017000 – 617 Pine St – City of Burlington to the City of Burlington – 2018 – Resolution – 1st Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the donation of Parcel 206-031932017000 – 617 Pine St – City of Burlington to the City of Burlington – 2018 – Resolution – 1st Reading at the May 8, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #14 – County Treasurer – Jane Nikolai – Donation of Parcel 276-000005886000 – 910 Hagerer St – City of Racine to the City of Racine. City of Racine will

transfer ownership to Habitat for Humanity – 2018 – Resolution – 1st Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the donation of Parcel 276-000005886000 – 910 Hagerer St – City of Racine to the City of Racine – 2018 – Resolution – 1st Reading at the May 8, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Agenda Item #15 – County Treasurer – Jane Nikolai – Donation of 10 In Rem parcels to the City of Racine – 2018 – Resolution – 1st Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the donation of Parcel 276-000005886000 – 910 Hagerer St – City of Racine to the City of Racine – 2018 – Resolution – 1st Reading at the May 8, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Agenda Item #16 – Transfers

16a) Health Services – Hope Otto – Transfer of \$138,084 within the Health Services 2018 budget and movement of 1 FTE Non-Rep Exempt E060 from the Crisis Division to the CCS Division - 2018 - Resolution - 1st Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the transfer of 138,084 within the Health Services 2018 budget and movement of 1 FTE Non-Rep Exempt E060 from the Crisis Division to the CCS Division - 2018 – Resolution - 1st Reading at the May 8, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

16b) Sheriff's Office – Sheriff Christopher Schmaling – Acceptance of a \$7,500 NCS – X Incident Based Reporting Grant from the Wisconsin Department of Justice, Transfer of \$7,500 within the Sheriff's Grant 2018 Budget for an Upgrade to the Phoenix Data Management System - 2018 - Resolution - 1st & 2nd Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the acceptance of a \$7,500 NCS – X Incident Based Reporting Grant from the Wisconsin Department of Justice, Transfer of \$7,500 within the Sheriff's Grant 2018 Budget - 2018 – Resolution - 1st & 2nd Reading at the May 8, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Chairman Miller requested an email be sent with information on the grant be sent to the full County Board.

16c) Corporation Counsel – Michael Lanzdorf – Acceptance of a \$2,500 donation gifted from Sherwin-Williams to Racine County for the SC Johnson Aquatic Center at Pritchard Park and authorizing the transfer of \$2,500 within the Pritchard Sports 2018 Budget - 2018 - Resolution - 1st Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the acceptance of a \$2,500 donation gifted from Sherwin - Williams to Racine County for the SC Johnson Aquatic Center at Pritchard Park and authorizing the transfer of \$2,500 within the Pritchard Sports 2018 Budget - 2018 – Resolution - 1st Reading at the February 13, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

16d) Emergency Management – David Maack – Transfer of \$2,692 within the Emergency Management Grant 2018 budget to adjust the grant accepted on Resolution No. 2017-067 - 2018 – Report.

Action: Authorize the transfer of \$2,692 within the Emergency Management Grant 2018 budget to adjust the grant accepted on Resolution No. 2017-067 – 2018 - Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

16e) Finance Department – Alexandra Tillmann – Transfers within various departments in the General Fund to close the 2017 year – 2017 – Resolution – 1st & 2nd Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the transfers within various departments in the General Fund to close the 2017 year – 2017 – Resolution – 1st & 2nd Reading at the May 8, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Chairman Miller requested an email be sent explaining why this happens and provide an example to be sent to the full County Board.

16f) Finance Department – Alexandra Tillmann – Transfers within various Capital Project accounts to close the 2017 year – 2017 – Resolution – 1st & 2nd Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the transfers within various Capital Projects accounts to close the 2017 year – 2017 – Resolution – 1st & 2nd Reading at the May 8, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Chairman Miller requested a statement for this transfer be included in the email from the request above.

16g) Finance Department – Alexandra Tillmann – Transfer of \$43,615 from the Human Services – Reserve to various Capital Project 2017 Budget accounts for Emergency Procurements – 2017 – Resolution – 1st & 2nd Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the transfer of \$43,615 from Human Services – Reserve to various Capital Project 2017 Budget accounts for Emergency Procurements – 2017 – Resolution – 1st & 2nd Reading at the May 8, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Chairman Miller requested that the memo for this request be sent via email to the full County Board.

Agenda Item #17- Finance Department – Alexandra Tillmann – Authorizing the Telestaff project for the Finance Department, there are sufficient funds to cover the project in the Finance Department 2018 Budget – 2018 – Report.

Action: Authorize the Telestaff project for the Finance Department, there are sufficient funds to cover the project in the Finance Department 2018 Budget – 2018 - Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #18- Finance Department – Alexandra Tillmann – Encumbrance of funds from the 2017 Budget into the 2018 Budget – 2018 – Resolution – 1st & 2nd Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the Encumbrance of funds from the 2017 Budget into the 2018 Budget – 2018 – Resolution – 1st & 2nd Reading at the May 8, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #19- Finance Department – Alexandra Tillmann – Declaring official intent to reimburse expenditures on 2018 Capital Projects from Proceeds of Borrowing – 2018 – Resolution – 1st & 2nd Reading at the May 8, 2018 County Board Meeting.

Action: Authorize the declaring official intent to reimburse expenditures on 2018 Capital Projects from Proceeds of Borrowing– 2018 – Resolution – 1st & 2nd Reading at the May 8, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Chairman Miller requested an explanation about this request be sent via email to the full County Board.

Agenda Item #20- Communication & Report Referrals from County Board Meeting:

Action: Receive and file items a - g. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item # 21 – Staff Report – No Action items.

- a) Next Finance & Human Resources Committee meeting will be on May 16, 2018.
- b) The Calendar on the Racine County Website has been updated for currently scheduled Finance & Human Resources Committee through 1/16/19.
- c) Supervisor Miller: Thank you to Youth Representatives Ryan & Ruby for their service and Bid them farewell and best wishes.
- d) Supervisor Wisch: To prevent the County from losing candidates that he feels a salary study be done showing what others are paid. He is still concerned that elected officials are using 1999 as a comparison. He would like to receive feed back from either the Human Service Director or the County Executive.
- e) Supervisor Pringle: Feels the study should be on the entire staff.
- f) Supervisor Shakoor II: Would like to see the study prioritized to look at areas that the County is most in need of.

Agenda Item # 22 – Adjournment

Action: Adjourn the meeting at 6:30 pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays.