

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Tuesday, March 2, 2021
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Conference Room 114

PRESENT: Ed Wagner, Lance Pliml, Adam Fischer, Mike Feirer, Donna Rozar

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Dennis Polach, Kim McGrath, Kelli Quinnell, Heather Gehrt, Ed Newton, Trent Miner, Jason DeMarco, Sue Kunferman, Adam Fandre, Amy Kaup, Nick Flugaur, Cindy Joosten, Mary Schlagenhaft, Marissa Laher, Melony Johnson, Danielle Hiller, Jordon Bruce, Reuben Van Tassel, Mary Solheim, Jo Timmerman, Shane Wucherpfennig, Patrick Glynn (Carlson Dettmann)

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

Public Comments: Health Director Kunferman stated that she would like to speak on agenda item 8b. Treasurer Gehrt also stated that she would like to speak on agenda item 8b. The consensus of the Committee was to allow them to speak when the item comes up on the agenda.

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

Health Director Kunferman spoke to the Committee regarding paying out comp time to exempt employees that have balances over the maximum of 80 hours. Kunferman shared with the Committee that other counties are paying out comp time. Kunferman explained that many employees in the Health Department are at their maximum accrual for vacation, and with the high comp time balances, it isn't feasible or possible for employees to take that much time off. Discussion ensued at length.

Human Resources Director McGrath stated that there are five departments in total that have exempt employees with comp time balances over the maximum of 80 hours. The departments are Health, Emergency Management, Edgewater, Human Services, and IT. The Committee requested that McGrath reach out to the impacted departments and ask if they would like comp time to be paid out to their exempt employees. The consensus of the Committee was that this would be an exception to the policy rather than a change to the policy due to the extraordinary comp time hours being earned as a direct result of the increased work load caused by the pandemic on certain departments. The Committee further agreed that this exception to the policy would be non-precedent setting

Motion (Rozar/Fischer) to direct Corporation Counsel Kastenzholz to draft a resolution to allow paying out comp time balances in the five eligible departments. Motion carried unanimously.

Wellness Coordinator Fandre provided a brief update of Wellness Program activities to the Committee.

Interim Finance Director Newton shared with the Committee that there is \$465,505 of unspent CIP dollars from 2020. The majority of the unspent CIP dollars is from a Parks & Forestry project that received funding from outside sources. Newton asked the Committee how they would like to handle the unspent CIP dollars. Discussion ensued.

Motion (Pliml/Feirer) to carry over \$465,505 of unspent CIP dollars from 2020 to offset CIP borrowing in 2022. Motion carried unanimously.

Newton presented a resolution to amend the 2021 Land & Water Conservation budget for additional expenditures not anticipated in the original budget process related to purchasing equipment. Newton stated that the CEED Committee has already approved the resolution.

Motion (Rozar/Pliml) to approve the resolution to amend the 2021 Land & Water Conservation budget. Motion carried unanimously.

Pliml stated that he has heard some complaints from equipment owners in the community regarding the County renting out equipment and taking business from them. Pliml stated that, as a policy matter going forward, this should be looked at.

Human Resources Director McGrath gave a brief update on the Finance Director recruitment.

McGrath stated that 23 appeals to the wage plan were submitted to Carlson Dettmann Consulting (CDC) for re-analysis and the results are in the packet.

Health Director Kunferman stated that the Public Health Nurses (PHNs) filed an appeal. The appeal from the PHNs did not result in a reclassification. Kunferman provided the Committee with information on why she feels the placement of the PHNs in the wage plan is incorrect. Kunferman asked the Committee to reconsider the placement of the PHNs in the wage plan. Discussion ensued at length.

The consensus of the Committee was to give the Health Department 30 days to provide any additional information to CDC that they feel was missed and for CDC to re-evaluate the PHN position with that additional information and bring a recommendation back to the Committee.

Treasurer Gehrt expressed concerns over the appeal results for the Treasurer Coordinator related to the level of education that CDC stated was needed. Gehrt stated that an Associate's Degree is required and CDC determined that a one-year certificate is sufficient for the position. Discussion ensued.

Motion (Pliml/Rozar) to approve the wage plan appeal results and recommendations as presented. Motion carried unanimously.

Rozar announced to the Committee that Norwood Administrator Jordon Bruce has turned in his resignation. Rozar stated Administrator Bruce is to be commended for his exemplary service to Wood County and he is wished the best for every future success.

Pliml wanted to make the Committee aware that there is current legislation pending at the federal level that would provide Wood County with \$14.4 million in aid. Pliml further wanted to make the Committee aware that Savion is looking to break ground in the next 60 days on the Wood County Solar Project. Wood County's revenues will be around \$400,000 per year from the Solar Project.

Items for next agenda: None

There were no comments from the Chair.

The next regular Committee meeting is scheduled for April 6, 2021 at 9:00 a.m.

Wagner declared the meeting adjourned at 9:57 a.m.

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