



Winnebago County

The Wave of the Future

**PERSONNEL & FINANCE COMMITTEE MEETING MINUTES
MONDAY, MAY 4, 2026**

A. Call to Order

Chairman Binder called the meeting to order at 3:30 p.m. from the Susan T. Ertmer Conference Room, 112 Otter Avenue, Oshkosh.

Members Present: 5 - Chairman Steven Binder, Supervisor George Bureau, Supervisor Brenda Pluchinsky, Supervisor Brian Noe and Supervisor Tim O'Brien

Absent: 0

Also Present at the Meeting: _____ *Director of Administration Jamie Rouch*
_____ *Director of Finance Paul Kaiser*
_____ *Director of Information Technology Jennifer Ruetten*
_____ *Corporation Counsel Mary Anne Mueller*
_____ *Captain Darin Rice*
_____ *Captain Lara Vendola*
_____ *Director of Solid Waste Kathy Hutter*
_____ *County Treasurer Amber Hoppa*
_____ *County Executive Gordon Hintz*
_____ *County Board Chairman Frank Frassetto*
_____ *County Clerk Julie Barthels*
via TEAMS: _____ *Lieutenant Jeff Meyer*
_____ *Resident Maurio C*
_____ *Chief Deputy Clerk Cassie Smith-Gregor*
_____ *Deputy Clerk Tori Kinderman*

B. Public Comments

No public comments.

C. Adopt Agenda

Motion by Supervisor Pluchinsky, seconded by Supervisor Bureau, to adopt the agenda for the Personnel and Finance Committee meeting. CARRIED BY VOICE VOTE. (5-0)

D. Approval of Minutes

1. Approval of April 2, 2026, Meeting Minutes

Motion by Supervisor Bureau, seconded by Supervisor O'Brien to approve the minutes of the March 5, 2026, meeting. Vote: AYES: 2 - Binder and Bureau; NAYES: 0;

ABSTAIN: 3 - O'Brien, Pluchinsky and Noe. (2-0-3)

E. Updated Department Reports

1. Introductions from departments under the Personnel & Finance Committee of Jurisdiction

Chairman Binder introduced the departments that are under the jurisdiction of the Personnel and Finance Committee.

- *Administration Director Jamie Rouch — Provided an introduction noting what the Department of Administration is responsible for. The department handles the finances, the technology, the people, the planning, and the protection of the county's assets. The Administration Department assists with grant management and strategic and long-term planning. The Administration Department will be providing reports to this committee regarding fund summaries, budget updates, and other pertinent materials.*

Director Rouch then took questions from the committee members.

- Finance Director Paul Kaiser - Noted that the County has a \$200 million investment portfolio with investments, treasuries, U.S. bonds, municipal bonds and some corporate bonds. He invested \$6 million last week in U.S. Treasuries. The Finance Department is looking into CD's and other options other than money markets, due to interest earnings decreasing. The Finance Department is wrapping up the 2025 audit. He provided information as to when reports are due and how the audit process works.

Director Kaiser then took questions from the committee members.

- Human Resources Director Mark Habeck was not able to attend this meeting.
- Information Technology Director Jennifer Ruetten - introduced herself and noted that if there were ever questions for her department, not to be afraid to contact them.
- County Treasurer Amber Hoppa - introduced herself and noted how long she had been with Winnebago County. She explained some of the reasons that she has to come to the Personnel and Finance Committee. Her main item of business is collecting property taxes.

F. Business Items

1. Approve \$29,900.00 Budget Amendment Request for Landfill Leachate Pre-Treatment Facility & Options Analysis

Director of Solid Waste, Kathy Hutter, requested a budget amendment of \$29,900.00 for landfill leachate pre-treatment facility and options analysis. (PFAS) This amendment will increase the amount needed to \$59,000.00 to award a landfill leachate pre-treatment facility and options analysis to Cornerstone Environmental. The current engineer that they use did not have as much expertise to study all the levels required. Grant funding is available from the state for this project. The Solid Waste Committee recommended being ahead of the project and being proactive instead of having to react to the problem. This amendment was approved at the Solid Waste Committee level with a vote of 6-0.

Director Hutter took questions from the Committee members.

Motion by Supervisor Pluchinsky, seconded by Supervisor Bureau to approve the \$29,900 Budget Amendment Request for Landfill Leachate Pre-Treatment Facility and Options Analysis. CARRIED BY VOICE VOTE. (5-0)

2. Authorization to Accept a Donation of Three Ballistic Vests for Winnebago County Sheriff's Office K-9s Valued at \$10,500

Lieutenant Darin Rice brought forward this resolution to accept a donation of three ballistic vests for Winnebago County Sheriff's Office K-9s valued at \$10,500.00. Spikes Canine Fund approached the Sheriff's Department and offered to fund 90% of the cost of three ballistic vests. Since that time, an anonymous donor has offered to cover the other 10% of the funds to provide vests for the K9s. These dogs are asked to go into volatile situations with no protection. With these donations, the K-9s would be protected to a higher degree.

Motion by Supervisor Pluchinsky, seconded by Supervisor O'Brien to Accept a Donation of Three Ballistic Vests for Winnebago County Sheriff's Office K-9s Valued at \$10,500.

CARRIED BY VOICE VOTE. (5-0)

3. Authorize the Winnebago County Sheriff's Office to Enter Into a 5-Year Maintenance Agreement with AT&T Enterprises, LLC to Provide Maintenance for AT&T Equipment Including a Hardware Refresh and Software Upgrade, and Provide Services Including 911 Call Handling Equipment and Related Service.

Captain Lara Vendola brought forward this resolution to authorize the Sheriff's office to enter into a 5-year maintenance agreement with AT&T Enterprises. A grant has already been approved by the County Board for this Project in December 2025. This needs to be approved during the month of May by the County Board to guarantee and assure that 911 calls are handled efficiently. The vendors that they are currently using have been providing service to the Sheriff's Department for a long time. Maintenance for this software is roughly \$60,000 a year. Line 35 of the resolution should read \$960,149.00, not what is currently reported.

Motion by Supervisor Bureau, seconded by Supervisor Pluchinsky to authorize the Winnebago County Sheriff's Office to Enter Into a 5-Year Maintenance Agreement with AT&T Enterprises, LLC to Provide Maintenance for AT&T Equipment Including a Hardware Refresh and Software Upgrade, and Provide Services Including 911 Call Handling Equipment and Related Service. CARRIED BY VOICE VOTE. (5-0)

4. **Authorize the Winnebago County Sheriff's Office to Enter Into a Hardware Refresh and 5-Year Maintenance Agreement with WSI Technologies for a Recording System**
Captain Lara Vendola brought forward this resolution to Authorize the Winnebago County Sheriff's Office to Enter Into a Hardware Refresh and 5-Year Maintenance Agreement with WSI Technologies for a Recording System. This grant was previously approved. This is the recording software system for the 911 calls and radio system. There has been a significant change to the general record schedules for Wisconsin public records since the last update to the system. The current maintenance for this system is roughly \$22,000 per year. The new maintenance agreement will be approximately \$9000 more than the current agreement. Motion by Supervisor Bureau, seconded by Supervisor Pluchinsky to Authorize the Winnebago County Sheriff's Office to Enter Into a Hardware Refresh and 5-Year Maintenance Agreement with WSI Technologies for a Recording System. CARRIED BY VOICE VOTE. (5-0)

G. Honoring Retiring County Employees

1. **Commendation for Marcus Klaeser**

Motion by Supervisor Pluchinsky, seconded by Supervisor O'Brien to accept the commendation for Marcus Klaeser. CARRIED BY VOICE VOTE. (5-0)

H. Notice of Claims

1. **Disallow Notice of Claim from APEX Truck Repair for Damage to Their Septic Tank Riser from a Winnebago County Highway Snow Plow Truck**

Chairman Binder explained that the County denies the claims, and then they are forwarded to the County's insurance company.

Motion by Supervisor O'Brien, seconded by Supervisor Bureau to Disallow the Notice of Claim from APEX Truck Repair for Damage to Their Septic Tank Riser from a Winnebago County Highway Snow Plow Truck. CARRIED BY VOICE VOTE. (5-0)

2. **Disallow Notice of Claim from Progressive Insurance on Behalf of Arthur Fernandez for Damage to His Vehicle from an Accident with a Winnebago County Public Health Vehicle.**

Motion by Supervisor Pluchinsky, seconded by Supervisor O'Brien to Disallow the Notice of Claim from Progressive Insurance on Behalf of Arthur Fernandez for Damage to his Vehicle from an Accident with a Winnebago County Public Health Vehicle. CARRIED BY VOICE VOTE. (5-0)

I. Next Meeting Date: Monday, June 1, ~~2025~~ 2026

The next meeting date is scheduled for June 1, 2026, at 3:30 p.m. in the Susan T. Ertmer Conference Room.

Executive Hinz provided a brief statement regarding the timely approval of projects, grants, leases, and contracts, and to try to make sure that scheduling committee meetings to efficiently move legislation through the committee process is beneficial. He noted that it would be ideal to have the Personnel and Finance Committee meet as close to the agenda finalization date as possible.

J. Adjourn

Motion by Supervisor O'Brien, seconded by Supervisor Pluchinsky to adjourn the May 4, 2026, Personnel and Finance Committee meeting. CARRIED BY VOICE VOTE. (5-0)

*Respectfully Submitted by,
Julie A. Barthels
Winnebago County Clerk*

*The video portion of this meeting is available on the County website:
<https://winnebagocowi.portal.civicclerk.com>*