



**PERSONNEL & FINANCE COMMITTEE MEETING MINUTES
THURSDAY, DECEMBER 4, 2025**

A. Call to Order

The meeting was called to order at 9:00 a.m. in the Susan T. Ertmer Conference Room, 112 Otter Avenue, Oshkosh.

Members Present: Chairman Morris Cox, Supervisor Don Nussbaum, Supervisor Stefanie Holt and Supervisor Steve Binder.

Excused: Supervisor George Bureau.

Also Present: Sheriff John Matz, Lieutenant Tim Eichman, Corporation Counsel Mary Anne Mueller, Director of Administration Jamie Rouch, Director of Finance Paul Kaiser, Information Technology Director Jennifer Ruetten, County Treasurer Amber Hoppa, Park View Health Center Administrator Linzi Gazga-Parrish, Public Health Director Doug Gieryn, and County Clerk Julie Barthels

B. Public Comments

No public comments.

C. Adopt Agenda

Motion by Supervisor Nussbaum, seconded by Supervisor Holt to adopt the agenda for the December 4, 2025, Personnel and Finance Committee meeting. CARRIED. (4-0)

Absent: Supervisor Bureau

D. Approval of Minutes

1. *Approval of November 6, 2025, and November 18, 2025, Meeting Minutes*

Motion by Supervisor Holt, seconded by Supervisor Binder to approve the November 6, 2025, Personnel and Finance Committee meeting minutes.

CARRIED. (4-0) Absent: Supervisor Bureau

Motion by Supervisor Holt, seconded by Supervisor Nussbaum to approve the November 18, 2025, Personnel and Finance Committee meeting minutes.

CARRIED. (4-0) Absent: Supervisor Bureau

E. Updated Department Reports

1. *Information Technology Director, Jennifer Ruetten provided an update for her department.*

- *Website Project: Done with the creation of the website. They have held training sessions so that employees can enter their own items on their department website pages.*
- *Conference Room A/V Project — Director Ruetten selected a vendor to work on this project. They are looking through the contract and hope to get started with this project soon.*
- *Phone System RFP — The current phone system is out of support. Director Ruetten has worked with Purchasing to prepare and send this project out for bids.*
- *State Assembly Bill 415 and Senate Bill 400 — These bills would restrict how county/government-owned devices are used. It would limit software and social media platforms that you could use based on the country of origin. This could cause serious financial issues for the county and other entities too.*

Director Ruetten took questions from committee members.

Supervisor Nussbaum suggested taking State Assembly Bill 415 and Senate Bill 400 to the Legislative Committee in January.

F. Business Items

1. Authorization for the Sheriff's Office to Accept a Department of Military Affairs Reimbursement Grant of \$514,513.76 for Upgrades to the 9-1-1 Call Processing Equipment and Associated Audio Recording System

Sheriff Matz provided information regarding this grant for the 911 system. The total for the project is roughly \$571,000.00.

Motion by Supervisor Nussbaum, seconded by Supervisor Holt to Authorize the Sheriff's Office to Accept a Department of Military Affairs Reimbursement Grant of \$514,513.76 for Upgrades to the 9-1-1 Call Processing Equipment and Associated Audio Recording System.

Vote: CARRIED. (4-0) Absent: Supervisor Bureau

The vote from the Judiciary and Public Safety Committee on this resolution was 5-0.

Supervisor Nussbaum asked that a fiscal note be placed on the resolution for the County Board's approval.

2. County Treasurer, Amber Hoppa, noted that their department has four properties scheduled for foreclosure; three are being presented at this meeting, one was adjourned until December 5, 2025. The properties have been secured, and an appraisal has been done on all the properties.

Treasurer Hoppa is anticipating a surplus for all three properties; the starting bid is above the county's cost. She noted that interest has been shown for all three properties.

Properties up for Foreclosure:

- 026-0033-02 - Motion by Supervisor Cox, seconded by Supervisor Holt to approve the value for this parcel at 3129 Breezewood Lane in Neenah. Vote: CARRIED. (4-0) Absent: Supervisor Bureau*
- 902-0574 - Motion by Supervisor Cox, seconded by Supervisor Binder to approve the value for this parcel at 1336 Otter Avenue in Oshkosh. Vote: CARRIED. (4-0) Absent: Supervisor Bureau*
- 914-0696 - Motion by Supervisor Cox, seconded by Supervisor Nussbaum to approve the value for this parcel at 338 W. 20th Avenue, Oshkosh. Vote: CARRIED. (4-0) Absent: Supervisor Bureau*

3. Approve Changes to the Unclassified Positions Pay Schedule

Human Resources Director, Mark Habeck, provided information regarding changes to the unclassified positions pay schedule. This schedule is reviewed annually. Director Habeck contacted the departments that have unclassified employees. The rate requested is less than what it would cost to bring someone in from another agency. The reserve officers from the Sheriff's Department will receive a 3% schedule adjustment, the same as regular authorities. Director Habeck took questions from committee members.

Motion by Supervisor Holt, seconded by Supervisor Binder to approve the changes to the Unclassified Positions Pay Schedule.

Vote: CARRIED. (4-0) Absent: Supervisor Bureau

G. Honoring Retiring County Employees

1. Commendation for Ronald Neustifter

Motion by Supervisor Binder, seconded by Supervisor Holt to approve the commendation for Ronald Neustifter.

Vote: CARRIED. (4-0) Absent: Supervisor Bureau

H. Notice of Claims

No notice of claims for this meeting.

I. Next Meeting Date: Thursday, January 8, 2026.

The next Personnel and Finance Committee meeting will be held on Thursday, January 8, 2026, at 9:00 a.m.

Motion to approve the next meeting date. Vote: CARRIED. (4-0) Absent: Supervisor Bureau

J. Adjourn

Motion by Supervisor Nussbaum, seconded by Supervisor Binder to adjourn the Personnel and Finance Committee meeting.

Vote: CARRIED. (4-0) Absent: Supervisor Bureau

The meeting was adjourned at 9:35 a.m.

Respectfully Submitted by:

Julie A. Barthels

Winnebago County Clerk

The video portion of this meeting is available on the County website:

<https://winnebago.cowi.portal.civicclerk.com>