



VILLAGE OF WINNECONNE

The Community of Opportunity

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Minutes

PERSONNEL FINANCE COMMITTEE

Wednesday, July 9, 2025 @ 12:00 pm

Village Board Room, 30 South First Street

Call to Order

Meeting called to order at 12:00pm.

Roll Call: Paul Olson (present), Michael Bouras (present), Mary Kay Krings (present)

Also present were Administrator Fuller and Treasurer Schoenberger.

Regular Business

Motion by Bouras, Second by Krings to approve June 9th, 2025 Minutes

Motion passed unanimously 3-0-0

Public Participation

Mr. John Broderick – 200 Twin Harbor Drive

Mr. Broderick was present to answer any questions about the Marble Park Memorandum of Understanding (MOU), an item on the agenda. Mr. Broderick stated that commitment from the Village is a critical part of the plan moving forward; the Village's financial commitment is a contingency set by other private donors.

Financials: Mike and Logan

Review of financial reports

- PFC discussed line items appearing to have exceeded the allocated budget. Treasurer Schoenberger shared explanations for the values, describing that additional budget line items are planned to be added in the next budgeting cycle to improve clarity and transparency.
- General Budget: 39% at the ~ 6-month mark; this value should be at 50%, however consumption of the budget is dependent on many variables, such as the season.

Administrator's Report

- Village commercial property - Pfefferle
 - The current offering (waterfront property across from Village Hall) has an interested party, anticipating having future land use reviews through the Planning Commission next month, currently awaiting updates from the DNR and others for final draft renderings.
 - The scope of the above is north of the powerlines. The contract would allow for first right of refusal south of powerlines for the interested party. This portion of the lot does require Wisconsin DNR permission before sale, due to the grant allocation for that portion; one contingency of the grant requires the value of the property to be reinvested into park areas if the lot will be sold. The Village is considering concepts (riverwalk, docks, etc.), which the WI DNR has shown favor for. Additionally, the proposed Planned Unit Development ordinance affords opportunity to add stipulations in the Developer's Agreement.
- Status of Road Right of Way abandonment
 - No updates to report since the last meeting.
- Wage study - PTO update
 - Final recommendations will be provided by the August PFC meeting.
 - The recommendations will include PTO bank consideration, retirement consideration, as well as confirming market averages for PTO with area municipalities.
- Marble Park update - Village support & funding
 - The Marble Park Memorandum of Understanding (MOU) is being covered under new business.

- Review of full-time staff position summaries
 - PFC was provided a summary of full-time staff roles and responsibilities, including experience and education requirements.

PFC Report

Personnel

Customer Service Representative Position Summary as of 7/8/2025

Overall Stats

- 168 applicants
- 15 applications in review/pending decision
- 153 applicants rejected

Currently working to find availability to schedule phone, then in person interviews.

Department head reviews are currently being conducted.

Equipment

- Clerk Saray is working with subcontractors who may have operating platforms to help improve our permitting, licensing, ordinance and website improvements.
- Administrator Fuller is receiving quotes for a new computer as well as tasking DPW Director Fluette on a replacement plan for the trustee Surfaces.

SOPs

- PTO policy will be provided by next meeting.

Old Business

None.

New Business

Consideration and action to review and discuss proposed public survey

Trustee Bouras provided background on the survey, stating that he has had questions asked of him from residents regarding a multitude of different topics; as a means of collecting resident feedback, Trustee Bouras created a survey and presented it to Administrator Fuller for review. Through a collaborative effort, an edited survey was created to better collect data; the survey will be reviewed by all committees that have applicable questions on the survey. The Committee discussed the various ways to send the survey (water billing as a paper copy for written response or with a link to complete the survey online, etc.). PFC also discussed the cost implications (staff time to digest results, etc.). It was noted that some survey questions need clarification to ensure understanding, as well as the method of ranking response and survey controls.

No vote was taken by the Personnel and Finance Committee on this item.

Motion by Olson, Second by Bouras to recommend to the Village Board approval of EMS Course of Action 3

The Village was alerted to a price increase from the City of Oshkosh, who had historically been providing EMS services at a very reasonable price; the City of Oshkosh discussed the possibility of adding a fourth ambulance to continue servicing area municipalities, however it became apparent that was not a viable option. A co-op of local municipalities was formed as an IGA (Intergovernmental Agreement) termed the Southern Winnebago Emergency Medical Services (SWEMS) to discuss possible options.

The Village of Winneconne, along with area municipalities came back together as a small group to reengage with the City of Oshkosh to understand what new rates would be with improved costing transparency. Shortly after, it was announced that the City of Oshkosh will be ending EMS service for the Village of Winneconne in 2025; Oshkosh is extending service through 2026 to Town of Algoma, Black Wolf, and Neikimi. During this process, City of Omro Manager Brandon and Administrator Fuller spoke at the Capitol in support of EMS legislation (legislation includes covering EMS training funds, insurance cost recovery, and levy exemption).

Due to the very specific, allowable way EMS expenses must be funded, the Village has been considering all options to best fund the service, including multiple courses of actions (COA). The Personnel and Finance Committee was presented with three COAs, which included the costs associated with the course, as well as assumptions. After discussion, the PFC decided to recommend to the Village Board COA 3, which included the joining of SWEMS with contract contingencies. It was noted that SWEMS has provided a deadline of the 22nd of July, 2025 for municipalities to join; failure to do so by the deadline would result in penalty “buy in” to the IGA.

Motion passed unanimously 3-0-0

Motion by Krings, Second by Bouras to recommend to the Village Board the Marble Park Memorandum of Understanding (MOU) as written
PFC took into consideration the financial health of the Village as presented by Administrator Fuller, as well as discussed what Village support for the plan means for the project’s continuance. The MOU will provide support for the Marble Park Plan through an investment of \$100,000 with contingencies as outlined in the MOU.

Motion passed unanimously 3-0-0

Set next meeting date:

August 11th at 12:00pm

Adjourn

Motion by Bouras, Second by Krings to adjourn the meeting.

Motion passed unanimously 3-0-0

Meeting adjourned at 1:51pm.