

JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE

November 6, 2018

Minutes

Committee members present: Chairman Dave Hintz, Robb Jensen, Ted Cushing and Billy Fried.

Absent: Bob Mott

Call to order: Chairman Hintz called the meeting to order at 9:30 a.m. in the Oneida County Boardroom of the Oneida County Courthouse. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible.

Approve agenda: Motion by Cushing/Fried to approve today's agenda with the order of items at the Chair's discretion. All aye; motion carried.

Approve minutes: Motion by Jensen/Fried to approve the minutes of 10/11/2018 with changes as discussed. All aye; motion carried.

Broadband Update and Grant Resolution – Hintz gave an overview of the broadband programs in Oneida County and reviewed a resolution that was passed by the County Board in January 2018 supporting broadband. Hintz reported that the proposal being presented today is for \$11,000 to come from contingency. Dave Noel, Oneida County Economic Development Corporation, gave some of the history of the broadband grant and the previous requests for funding. Noel reported that they received a \$100,000 grant for 2018 and have been awarded \$118,000 for 2019. They will be asking for \$89,000 from Oneida County for the 2019 budget. Discussion regarding Northwoods Connect and the service that is being provided. Motion by Jensen/Hintz to approve the resolution as presented for the proposed \$11,000 to come out of the 2018 contingency fund. All aye; motion carried.

2019 Broadband additional funds – Stacy Johnson, Executive Director OCEDC, reported that for 2019 they will be asking for \$89,000 which will equal the original request of \$100,000. Discussion regarding the total amount that has been spent in Oneida County and the number of towers that are not currently operational. Discussion regarding better marketing needed by Northwoods Connect to bring more customers to the company. Discussion regarding the requirements by the State to receive the funds and protections that are in place.

Out-of-state / out-of-county travel request(s)

- a. **Darcy Smith, Finance Director, Wisconsin Government Officers Association Winter Conference, November 29-30, Oshkosh WI.** Motion by Cushing/Jensen to approve the out-of-county travel for Darcy Smith to travel to Oshkosh for a WGFOA meeting. All aye; motion carried.

2018 Social Services Budget Deficit – Increase in out of home care costs – Mary Rideout, Social Services Director, gave an update on 2018 children in out of home care. Rideout reported that there has been an increase in out of home care and an increase in the level of

out of home care. Discussion regarding the increase in out of home care and the types of out of home care and the costs associated with those placements.

Resolution Economic Support to 40 hour per week from 37.5 hour per week – Mary Rideout, Social Services Director, reported that they are looking at increasing the economic support staff to a 40-hour work week that will be funded through federal funding. This resolution will be brought to the County Board next week and has been approved by the Social Services Committee.

Ordinance amendments to update code for integrating ADRC back to Oneida County – Cushing reported that the integration has already been approved by the County Board. Brian Desmond, Corporation Counsel, reported that this ordinance amendment updates titles and other responsibilities. Discussion regarding the funding and the cost to the County. Smith reported that there will be no additional cost to the County. Motion by Fried/Jensen to approve the ordinance amendment to update County Code. All aye; motion carried.

Resolution to Approve Tax Levy for 2018, collected in 2019 – Smith presented the resolution to approve the tax levy for 2018 to be collected in 2019. Smith reported that the total levied amount will be \$16,646,281.00. Motion by Cushing/Jensen to approve the resolution to approve the tax levy for 2018 to be collected in 2019 and forward it onto the County Board. Discussion regarding the levy amount. All aye; motion carried.

Update on Prudent Man Advisors (PMA) and also revised contract – Smith reported that she was contacted by PMA and they are being purchased by the management staff of the PMA companies. Smith reported that there is an agreement that will need to be signed upon the sale of the company. Fried questioned if the County would be able to pull out of the contract at this time. Discussion with Tom Wiensch regarding the contract and what is allowed. Motion by Cushing/Fried to sign the Prudent Man Advisors consent to assignment. All aye; motion carried.

Ordinance Amendment for Chapter 3.09 Purchasing – Smith reported that under the uniform grant guidance the County is required to follow certain purchasing guidelines in order to receive grant funds. Smith reported that she met with a number of department heads to review 3.09 Purchasing and made some changes to the County Code. Smith reported that currently any purchase over \$5000 that is not budgeted within a departments budget needs to go through the administration committee and before the County Board. The department heads that met with Smith requested that this amount be increased to \$25,000. Smith explained other changes made to the code, including changes made to lines 67-74. Motion by Cushing/Jensen to approve the ordinance for Chapter 3.09 Purchasing and forward to the County Board for consideration. All aye; motion carried.

Cushing excused at 10:55

Vouchers, reports, purchase orders, line item transfers and updates:

Treasurer

- Motion by Jensen/Fried to approve the Treasurer's Vouchers as presented. All aye; motion carried.

- Statement(s) of cash – September: Ostermann presented and explained the September statement of cash reports.
- Treasurers 2018 Long Range Plan – Ostermann presented the long range plan for 2018-2019. Motion by Jensen/Fried to accept the Treasurer;s long range action plan for 2018-2019 as presented. All aye; motion carried.

ITS

- Motion by Fried/Hintz to approve the ITS vouchers and blanket purchase orders as presented. All aye; motion carried.
- ITS Planning update – Rhodes presented a planning update.

Finance

- Smith presented a line item transfer of \$7,907 from the Sheriff’s Office budget to the IT Budget. Motion by Jensen/Fried to approve the line item transfer as presented. All aye; motion carried.
- Smith presented the Finance department vouchers. Motion by Fried/Jensen to accept and approve the Finance vouchers as presented. All aye; motion carried.
- General Investments Report for August and September 2018. Smith presented the general investment reports for August and September.
- Review of 2017/2018 Contingency Budget – Smith presented the contingency budget and where things currently stand.
- 2019 Budget –
 1. ADRC New Positions - Smith reported that the ADRC positions were not included in the 2019 budget that was approved by the Administration Committee. Smith would recommend that at the County Board meeting a motion is made to increase the expense and revenue for the ADRC in the contingency budget.
 2. Health Insurance Rates – Smith reported that the health insurance was proposed at 2% increase through group health trust and \$80,000 was put into contingency for the proposed increase. They have been informed that the increase will not be \$80,000. Smith presented options for how to handle this \$80,000 in the budget hearings.
 3. Overview – Smith presented the packet that will be presented at the County Board at the budget hearing. Total increase in levy will be \$313,663 which includes an increase in ambulance and library that do not fall under the levy limit.

County Clerk

- Motion by Jensen/Hintz to approve the County Clerk vouchers as presented. All aye; motion carried.

Public comment/communications: None

Dates and items for future agenda/meetings: The next Administration Committee meeting will be held on December 13th at 1:00 p.m. subject to change. Future topics: Jensen stated that we may need to look at holding a December County Board meeting to discuss Carlson-Dettman. Jensen would like to have residency requirements for County Board members which would be addressed in Chapter 1 of the County Code. Fried would like to see a topic on looking at a subcommittee to address budgeting and Carlson-Dettman.

Adjourn

Dave Hintz adjourned the meeting at 11:55 a.m.

Respectfully submitted,

Tracy Hartman, Recording Secretary
Oneida County Clerk

David Hintz, Chair

DRAFT