

**JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE  
SERVICES COMMITTEE  
MARCH 22, 2019  
Minutes**

**Committee members present:** Chairman Dave Hintz, Robb Jensen, Ted Cushing and Bob Mott.

**Committee member excused absent:** Billy Fried

**Call to order:** Chairman Hintz called the meeting to order at 11:00 a.m. in Committee Room Two 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/Mott to approve today's agenda with the order of items at the Chair's discretion. All aye; motion carried.

**Approve minutes:** Motion by Jensen/Hintz to postpone the approval of the minutes of 3/11/2019 to the next Administration Committee meeting. All aye; motion carried.

**Discuss and act on potential amendments to the Charter of the Oneida-Vilas Transit Commission** – Mott reported that the Transit Commission did not address the charter today due to it not being on the agenda. It will be addressed at the next regularly scheduled meeting, April 10<sup>th</sup> at 9:30 a.m.

**Finance Vouchers** – Smith presented a finance voucher. Motion by Jensen/Cushing to approve the finance voucher as presented. All aye; motion carried.

**2018 Line Item Transfers: County Board, Accrued Compensated Absences, Forestry – Land Purchase, Medical Examiner, Sheriff, Highway, Social Services and Buildings and Grounds –**

Motion by Cushing/Hintz to approve the Oneida County Clerks line item transfers as presented. All aye; motion carried

Smith explained the Forestry – Land Purchase line item transfer. Smith reported that forestry is looking to use contingency to help cover the cost of the land purchase and appraisals in the amount of \$3,480. Discussion regarding the overages. Motion by Cushing/Mott to approve the forestry line item transfer. All aye; motion carried.

Smith reported that the Medical Examiner's office was within budget, however, there is \$13,000 in a vehicle budget for vehicle purchase that would be used to fund overages in her budget. Smith would recommend that the vehicle fund be used to cover the overages and not to take money from contingency. Motion by Mott/Cushing to approve the line item transfer using the vehicle budget to cover the overages not including contingency. All aye; motion carried.

Smith reported that the Sheriff's Office has 1.2 million in line item transfers. Smith reported that they are utilizing an additional \$215,547 in jail revenues to fund overages and \$264,460 from the general fund. Smith also reported that there were a number of vacancies in 2018 and there was a large amount of overtime in 2018. Discussion regarding the overtime and the causes. Motion by Cushing/Mott to approve the Sheriff's Office line item transfers as presented. All aye; motion carried.

Smith reported that Social Services is closing out the budget better than expected. Originally the expectation was that they would go over budget by \$175,000, however, they came in only \$84,070 over budget. Motion by Jensen/Cushing to approve the 2018 line item transfers from Social Services as presented. All aye; motion carried.

Smith explained that buildings and grounds is over budget by \$55,000 and is using some of the prisoner revenues to fund other areas of the budget. Motion by Cushing/Mott to approve the Buildings and Grounds line item transfers as presented. All aye; motion carried.

**Review of 2018/2019 Contingency** – Smith presented an updated 2018 Contingency budget with the above numbers included. Smith reported that the contingency budget was overrun by \$165,287 that will need to come from the general fund. Discussion regarding the contingency budget and any other changes that may be coming. Discussion regarding the general fund and the money that will be returned at the end of 2018.

**Resolution for 2018 Overdrawn Budgets** – Motion by Jensen/Mott to approve the resolution for 2018 overdrawn budgets and forward it onto the full county board for their review. All aye; motion carried.

**Public comment/communications:** None

**Dates and items for future agenda/meetings:** The next administration committee meeting will be held on April 10, 2019 at 9:30 a.m. Topics: Charter revisions, PACE Financing,

**Adjourn**

Hintz adjourned the meeting at 11:56 a.m.

/s/ dave hintz  
David Hintz, Chair

Respectfully submitted,  
/s/tracy Hartman  
Tracy Hartman, Recording Secretary  
Oneida County Clerk