

**JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE
SERVICES COMMITTEE
December 11, 2017
Minutes**

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

Call to order: Chairman Hintz called the meeting to order at 9:30 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/Jensen to approve today's agenda with the order of items at the Chair's discretion. All aye; motion carried.

Approve minutes: Motion by Jensen/Cushing to approve the minutes of 11/6/2017 with changes as discussed. All aye; motion carried.

Resolution for Aid to Airport from Federal Government: Joe Brauer gave an explanation of the resolution. This is for Federal funding that will be used for capital improvement projects. Motion by Jensen/Mott to approve the resolution as presented and forward it onto the full County Board for approval. All aye; motion carried.

Withdrawal from ADRC of the Northwoods as approved by Res. 83-2017: Mott explained that there has been some difficulty getting an answer from the ADRC of the Northwoods for when Oneida County can be released from the ADRC of the Northwoods. Mott explained that the State is waiting to proceed on the application until confirmation is received that Oneida County will be released from the ADRC of the Northwoods. Cushing will work on getting a letter outlining the anticipated release date.

Resolution to approve funding for Broadband Projects: Roger Luce, Economic Development Corporation, was present and explained the request for funds for broadband projects. Luce explained the proposed projects for 2017, what actually occurred in 2017 and the funding for the projects and the proposed 2018 projects. Luce explained that they are looking for a \$30,000 commitment from Oneida County for this grant cycle. Motion by Cushing/Mott to approve the \$30,000 for broadband as outlined by the proposed resolution. Discussion regarding the resolution and clarification regarding the projects that will be completed with this funding. All aye; motion carried.

Oneida and Villas Transit Commission business model, financial condition/needs, issues and loan review:

Hintz requested that the Transit Commission give an explanation of the business model first and then look at financial conditions/needs, concerns that have been raised and finally review the loan. Erv Teichmiller, Transit Commission, gave a brief overview and a handout of the history of the Transit Commission. Teichmiller gave a handout explaining what a Transit Commission is and how they are formed. Teichmiller explained the funding of the Transit Commission. Discussion regarding the business model. Teichmiller and Mott gave an explanation of the funding, how the grants are received and an explanation of why funding was not received in 2017 when it was expected to have been received. Teichmiller stated that

without the \$50,000 advance given by Oneida and Vilas County the Transit Commission would need to close in January 2018. Teichmiller explained that the \$100,000 advance (\$50,000 from Oneida and \$50,000 from Vilas) is the Transit Commission's general fund that they are able to draw on while they wait for the Federal and State funding. Teichmiller stated that the cash flow issues are common among Transit Commissions. Teichmiller stated that they need to figure out how to generate some revenue to get them through the beginning of the year until the Federal funding is received. Teichmiller stated that he believes they would need an additional \$150,000 (\$75,000 from Oneida County and \$75,000 from Vilas County) in order to stay afloat.

Discussion regarding the impact the Transit Commission has had on private businesses. Public Comment: Matthew Daily, DISCAB, gave a statement to the Committee regarding the Transit Commission and the impact it has had on his business. Daily also expressed concerns over who is benefiting from the Transit Commission.

Carrie and Rich Linzmeier, Stargazer Limousine, Stargazer Ride Service, Northwoods mobility. Carrie Linzmeier gave a brief overview of the services that they provide in the community. Linzmeier gave a history of their services and their attempt to be involved in the Transit Commission. Linzmeier explained the impact the Transit Commission has had on their business.

Hintz asked for feedback from the Committee regarding the Transit Commission. Teichmiller stated that the Transit Commission has scheduled meetings in early 2018 to discuss the interfacing of private and public entities. Concerns expressed by Fried, Jensen and Hintz regarding the business model, funding and future plans of the Transit Commission. Hintz stated that there will be no action taken on the loan today and the matter will be reviewed at a future meeting. Smith questioned where they are sitting financially for 2017. Teichmiller stated that it appears they will have a deficit in 2017, however, they will not be coming to the County to fund the deficit.

12:02 – Recess

12:02 – Ted Cushing excused

12:14 – Reconvene

Update to County Code section 1.30 – Public Records: This item will be moved to the next meeting.

Resolution to cancel additional stale date checks: Ostermann explained that there were some checks that were missed during the resolution in November.

Motion Jensen/Fried to approve the resolution to cancel additional Stale Date checks and forward to the full County Board for their consideration as a consent agenda item. All aye; motion carried.

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

Treasurer

- Motion by Mott/Fried to approve the vouchers for \$117.59 for the Treasurer's office. All aye; motion carried.
- Statement(s) of cash – October and November: Ostermann presented and explained the October and November statement of cash reports.

ITS

- IT Planning update – Flint gave a planning update.

- Motion by Fried/Jensen to approve the ITS vouchers and blanket purchase orders as presented by ITS. All aye; motion carried.

County Clerk

- 2018 Long Range Plan – Mott stated that he would like to encourage the Clerk to maintain good communication with the Town Clerks in 2018 during the election season. Motion by Mott/Hintz to approve the County Clerks 2018 Long Range plan. All aye; motion carried.
- 2018 Blanket Purchase Orders – Tabled to January 2018
- Motion by Jensen/Mott to approve the County Clerk vouchers as presented. All aye; motion carried.

Finance

- Smith presented the committee with line item transfers for legal services and accrued PTO payout. Motion by Jensen/Mott to approve the vouchers, December blanket purchase order and line item transfers as presented. All aye; motion carried.
- General Investments Report – October – Discussion regarding the general investment report.
- Review of 2017 Contingency Budget – Smith explained the contingency budget and gave an update on how things look. As of today it appears the County will finish 2017 with \$91,000 in contingency.
- Review of 2017 Vacancy Budget – Smith explained the vacancy budget.
- Long Range Plan for 2018 – Smith presented the Finance long-range plan for 2018. Motion by Mott/Hintz to approve the Long-Range Department plan of Finance for 2018. All aye; motion carried.
- 2018 Blanket Purchase Orders – Will be discussed in January.
- Hintz stated that there was a plan to discuss the Finance Director's performance evaluation, however, the closed session will be postponed until January.

Public comment/communications: None

Dates and items for future agenda/meetings: The next administration committee meeting will be held on January 8, 2018 at 9:30 a.m. Future topics: Update to County Code Section 1.30 – Public Records, Transit Commission, Credit Card policy, ADRC follow-up, Non-partisan procedure for redistricting plans.

Adjourn

Motion Jensen/Mott to adjourn at 12:54 a.m. All aye; motion carried.

Respectfully submitted,

Tracy Hartman, Recording Secretary
Oneida County Clerk

David Hintz, Chair