

**JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE  
SERVICES COMMITTEE  
JULY 10, 2018  
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 9:00 a.m. in the First Floor Conference Room 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 Jensen/Mott to approve today's amended agenda with the order of items at the Chair's discretion. All aye; motion carried.

**Approve minutes:** Motion by Cushing/Mott to approve the minutes of 6/12/2018. All aye; motion carried.

**Tri-County/Tribal Controlled Substance Response Committee:** Supervisor Fried gave an update on the Tri-County/Tribal Controlled Substance Response Committee. Fried stated that he is working with Chief Deputy Dan Hess as the other representative from Oneida County. They have met with other county departments that have been affected by the Opioid epidemic in Oneida County and have discussed concerns with each of these departments that they were able to take back to the committee. Fried stated that one of the proposals that is being looked at is to have an Assistant District Attorney that will work with all three counties and the tribe to prosecute certain drug cases. Discussion regarding the proposal, funding and discussion regarding other issues and solutions that could be looked at. Discussion regarding how to move forward with the proposal for the Assistant District Attorney.

**Ordinance Amendment on Dog License Fees:** Desmond presented a resolution that will amend County Code to reflect the increases to dog licenses as previously discussed. Motion by Cushing/Jensen to approve the recommended increase in licensing fees for dogs and forward it onto the County Board for their consideration. Discussion regarding the intent of "operating a stray hold facility for animals" and how that is going to be enforced. All aye; motion carried.

**Single Point Entry Study:** Buildings and Grounds – Lu Ann Brunette gave an update on the single point entry study and a new elevator. Brunette presented the committee with the Courthouse Single Point of Entry and Elevator Feasibility Study completed by Venture Architects. Discussion regarding the feasibility study, cost and what the next step is going to be. Brunette was directed to meet with the Courthouse Security Committee to discuss the single point entry.

**Transfer of Vehicle from Medical Examiner to Social Services:** Mary Rideout, Social Services Director, stated that Social Services staff use their own personal vehicles for transportation. The Medical Examiner's office has a 2011 Ford Expedition that was going to be sold at auction and he would sell it to Social Services for \$5000. This would be a trial run to see how that vehicle can be used and what savings would occur. Motion by Cushing/Mott to approve the vehicle transfer from the Medical Examiner's office to Social Services on the condition that it passes an inspection by a

competent mechanic. Discussion regarding the concerns with the vehicle and future plans. All aye; motion carried.

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

Finance

- Smith presented vouchers. Motion by Cushing/Hintz to approve the finance vouchers as presented. All aye; motion carried.
- Smith presented a line item transfer for the Zoning Technician position. Motion by Jensen/Cushing to approve the finance line item transfer as presented. All aye; motion carried.
- General Investments Report – May 2018 – Discussion regarding the general investment report. Smith reviewed the general investments report.
- Review of 2017/2018 Contingency Budget – Smith reviewed the contingency budget which has had no changes since last month.
- 2019 Budget Guidelines and Fringe Rates – Discussion regarding the budget guidelines and expectations.

ITS

- Motion by Cushing/Mott to approve the ITS vouchers and blanket purchase orders as presented by ITS. All aye; motion carried.
- IT Planning update – Rhodes gave a planning update and discussed projects completed during the last month.
- Tablets – Planning and Zoning – Rhodes reported that they are looking at Surface Pro's for Planning and Zoning to use in the field. They are working with Planning and Zoning to setup some training to make the Surface Pro's feasible for their use.

Treasurer

- Motion by Cushing/Mott to approve the voucher for mileage for the Treasurer's office. All aye; motion carried.

County Clerk

- Motion by Cushing/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 August 13, 2018 at 9:00 a.m. Future topics: Cash Management options and Budget Strategy including Efficiency Study.

**Adjourn**

Motion Cushing/Mott to adjourn at 11:10 a.m. All aye; motion carried.

Respectfully submitted,

  
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David Hintz, Chair

  
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Tracy Hartman, Recording Secretary  
Oneida County Clerk