

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

**April 5, 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 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/Mott to approve the minutes of 3/2/2018. All aye; motion carried.

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

Treasurer's office – Kris Ostermann – WI County Treasurers' Association Spring Conference – June 5-8<sup>th</sup> – Green Bay, WI

Treasurer's office – Kris Ostermann – WI County Treasurers' Association District 4 meetings

Motion by Cushing/Jensen to approve the out-of-state/out-of-county requests as submitted. All aye; motion carried.

**Dog Licensing Fee (in preparation for the Wisconsin Towns Association meeting) –** Desmond reported that he will be attending a District Wisconsin Town's Association meeting on April 25, 2018 and he is planning to discuss this issue with the town representatives. Desmond is looking for clarification on what the increased dog license fee will be. Discussion regarding the fee increase going to \$5.00 for spayed or neutered dogs and \$15.00 for intact animals. Discussion on where this additional fee would go and concerns that have been expressed by the towns. Motion by Cushing to propose a fee increase to \$5.00 and \$15.00, seconded by Mott. All aye; motion carried.

**Oneida/Vilas Transit Commission update and Resolution for funding –** Dianne Jacobson gave an update on the Transit Manager and how they are handling it with the position open. They have set up an Inter-management team to share the responsibilities of the transit manager. They are meeting next week to look at the nine applications that have been received. Jacobson reported that they have been meeting with the private companies and are having an open dialog of how things can change. Erv Teichmiller reported that they are working towards finalizing the loan and being able to use the buses. Mott reported that they visited with Pat Daoust, Director of BART (Bay Area Rural Transit), and learned how BART has built up a capital fund, services BART offers, funding, fleet management, etc. Mott reported that they are looking at options for the Transit manager. A few of the options that are being considered: 1) BART providing a management contract, 2) Hiring a new transit manager, 3) Creating a hybrid plan and hiring a new transit manager that BART would help to oversee.

**Rhineland/Oneida County Airport - Passenger Terminal Naming Resolution** – Hintz reported that Bob Heck is retiring from the Airport Commission and he has been involved for many years. Due to the length of involvement and the amount of work that Bob Heck has done Hintz contacted Joe Brauer and Mayor Johns and suggested that the Rhineland/Oneida County Airport passenger terminal be officially named the Robert G. Heck Passenger Terminal. Motion by Jensen to approve the resolution to name the Rhineland/Oneida County Airport Passenger Terminal the Robert G. Heck Passenger Terminal, seconded by Mott. All aye; motion carried.

**PACE Financing** – Hintz gave some history of how this came before the committee. Desmond stated that PACE stands for Property Assessed Clean Energy and would need a resolution from the County Board in order to become involved in the program. Desmond reported that it is financing that is available for energy financing for businesses, non-profits and some multi-residential buildings. Discussion regarding how the program works, funding, and concerns. Hintz reported that he will proceed with bringing someone in to present the program.

**Single Point Entry Update** – Billy Fried reported that they have been pursuing the single point entry discussion. LuAnn Brunette reported that the COPS grant was not received for additional staffing at the courthouse. Brunette reported that they are finalizing an agreement with an architect to look at options for the single point entry and gave details to the committee of what options will be considered. Brunette is looking for direction on single point entry and what committee should be consulted. Discussion regarding the cost, funding and what alternatives there are. The recommendations will be brought back before this committee.

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

##### **ITS**

- Motion by Mott/Cushing to approve the ITS vouchers and blanket purchase orders as presented by ITS. All aye; motion carried.
- Motion by Cushing/Jensen to approve the ITS line item transfer as presented by ITS. All aye; motion carried.
- IT Planning update – Jason, interim IT director, gave an update on outages.

##### **Treasurer**

- Open environmental assessment bids – One bid received from MSA Professional services for \$490.00 for 2018 per property, \$495.00 for 2019 and \$500.00 for 2020. Motion by Cushing/Mott to approve the bid from MSA regarding environmental assessments. All aye; motion carried.
- Motion by Cushing/Jensen to approve the Treasurer's bills as presented. All aye; motion carried.
- Statement(s) of cash – February – Motion by Cushing/Jensen for receipt of Statement of Cash. All aye; motion carried.

##### **Finance**

- Motion by Jensen/Hintz to approve the Finance vouchers and blanket purchase orders as presented by Finance. All aye; motion carried.
- **General Investments Report for January and February, 2018** – Discussion regarding the investments and the returns. Smith will request that BMO and PMA come to a future meeting to discuss the investments.

- **Line item transfers** - Motion by Jensen/Cushing to approve the Highway Department line item transfers pending approval by the Public Works Committee. All aye; motion carried.  
Motion by Fried/Hintz to take money from the Contingency in the amount of \$847 for central postage and \$516 for the Medical Examiner as presented. All aye; motion carried.  
Discussion regarding line item transfers from Finance, Solid Waste, Public Health, Social Services, Buildings and Grounds and the Sheriff's Office. Motion by Mott/Jensen to approve the line item transfers on all departments as presented. All aye; motion carried.
- **Carryforward of 2017 Budget:**
  1. Land Conservation – Bayer Grant Match
  2. Finance – Actuarial fees
Smith explained the budget carryforwards – Motion by Jensen/Cushing to carryforward from 2017 actuarial fees in the amount of \$5655.00, the Bayer Grant match in the amount of \$920.00 and Buildings and Grounds carryforward in the amount of \$13,680.00. All aye; motion carried.
- **Resolution Authorizing 2017 Overdrawn Budget Transfers** – Motion by Jensen/Cushing to approve the resolution to approve the 2017 overdrawn budgets in excess of 10% of original budget and forward to the full county board.
- **Resolution Authorizing 2017 Budget Transfers** – Motion by Jensen/Cushing to approve the resolution to authorize 2017 budget transfers. All aye; motion carried.
- **Review of 2017/2018 Contingency Budget** – Smith gave an update on the contingency budget.

**County Clerk**

- Motion by Jensen/Cushing to approve the Clerk's vouchers and blanket purchase orders as presented by the Clerk. All aye; motion carried.

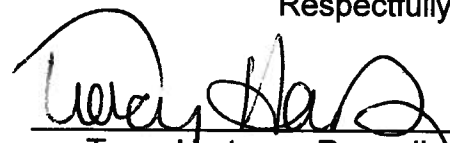
**Public comment/communications:** None

**Dates and items for future agenda/meetings:** The next Administration Committee meeting will be held on April 11, 2018 at 8:30 a.m. and May 3, 2018 at 9:30 a.m. Future Topics: Redistricting.

**Adjourn**

Motion by Cushing/Mott to adjourn at 12:27 p.m. All aye; motion carried.

Respectfully submitted,

  
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Tracy Hartman, Recording Secretary  
Oneida County Clerk

  
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David Hintz, Chair