

**Administration Committee
Administrator/County Board Size Subcommittee Meeting
Minutes
July 22, 2014**

Committee members present: Chair David Hintz, Tom Kelly, Lisa Charbarneau, Brian Desmond and Margie Sorenson.

Others present: Jonathan Anderson (Lakeland Times), and Dan Gleason (recording secretary).

Call to order: Chairman Hintz called the meeting to order at 1:30 P.m. in Committee Room # 1 of the Oneida County Courthouse noting the meeting had been properly noticed and posted, is in accordance with the Wisconsin Open Meeting Law, and is ADA accessible.

Approve agenda: Motion by Desmond, second by Kelly to approve the agenda as posted with the order of the items at the chairs discretion. All ayes; motion carried.

Approve the minutes of the July 8, 2014 meeting: Motion by Charbarneau, second by Kelly to approve the minutes of the July 8, 2014 meeting. All ayes; motion carried.

County Administrator & County Board Size: Hintz discussed the development of a draft package and presented an outline as an idea of how to proceed. Hintz stated the charge of the subcommittee is to report to the County Board its findings in regard to the questions of should the County Board continue to evaluate the hiring of an administrator and continue to evaluate reducing the County Board size. Kelly suggested having a guest from a county that has made the change speak at a full Board meeting rather than to just the subcommittee might help to convince the Board. Hintz talked about the change to operations process, the estimated cost of \$250,000 per year, the duties as defined by statute, the difficulty associated with quantifying the benefits, and the timeline for implementation. Hintz stated that if the Board decides to continue the evaluation process, then the subcommittee should recommend that a committee meet twice a month for about a year to iron out the all of the issues associated with the change. Hintz commented that the committee would need to define the qualifications at a detailed level, benefits would need to be quantified, funding proposed, costs detailed, role detailed, and describe the impact on current work processes. Hintz suggested Young might be well suited to examine the arguments to continue the evaluation process including potential efficiency, other governmental unit's successes, current process problems and any other issues to be presented to the Board. Hintz also asked that the arguments not to continue evaluation be developed including the current system is working and improvements of the current process noting that coordination duties could be distributed amongst department heads. Hintz added he had trouble with where the \$250,000 to fund the position was going to come from and should also be included. Hintz discussed the question of whether to reduce the County Board size stating it would be difficult redraw the boundaries before the next census; however, other counties that have elected to reduce size have combined districts. Hintz continued others have voiced concerns that representation will be diluted and with fewer supervisors to staff committees the work load would be increased. Hintz expressed his opinion that it would be difficult to reduce the size of

the County Board unless an administrator is hired; however, the hiring of an administrator would help to enable the reduction in County Board size. Kelly expressed concern that if the reduction was not working the county would be stuck with it for 10 years. Desmond noted that it would likely be only 6 years because the first election would be in 2016 and the results of the 2020 census would be available in 2022 noting you can legally change once between censuses. Hintz asked if a referendum could be used to change the County Board size, but Desmond stated he believed that if the County Board decided to change it then the referendum is out until the next census. Hintz questioned if the report of this subcommittee should be presented at the August meeting so it can be reviewed and then a vote taken at the September meeting and if that would fulfill the role of the subcommittee. Desmond stated someone could make a motion to table this until the next meeting after the findings have been reviewed. Hintz stated a straightforward 10 slide PowerPoint package presentation that talks about these issues should be ready by the next meeting. Hintz discussed looking to the County Board for direction as to whether to continue or discontinue one or both of the questions and give them some idea of what it would take to continue to pursue it. Hintz stated he was not sure if the subcommittee reporting to the Administration Committee should be continued or rather a standalone committee that does this if the County Board decides to continue the process. Hintz expressed with Young's help, he would like to have a rough draft reviewed by Desmond for any legal issues ready by the August 5th meeting, to be taken to the August 11th Administration Committee and back to this committee on August 12th to put the finishing touches on the presentation for the August 19th County Board meeting. Hintz stated that it might be helpful if Mort McBain, the retired Administrator from Marathon County, was invited to the August 5th meeting so he could review the draft package and provide recommendations. Charbarneau volunteered to put together the PowerPoint slides for the arguments to not continue the evaluation. Hintz questioned if the same arguments to continue or not continue the evaluation of County Board size should also be presented and asked Kelly to work on the reasons not to continue. Sorenson commented on the funding alternatives and how Young had sent put a copy of the City's cost allocation to review, but the County does have a cost allocation plan in place and must be done in a certain prescribed way so the County can claim state aids through Social Services. Sorenson continued that the County does do it where it can, however, there are indirect costs that could be charged to other places but services would need to be cut since grant dollars would be used for administrative purposes. Sorenson stated that allocating some administrative costs to Public Health could result in an increase of \$5,000 to \$10,000 by shifting the funding from Public Health's budget with the source still being the tax levy. Sorenson stated the County does not have a lot of fee supported enterprise funds, so it doesn't have the number of fee sources the way the City does.

Future meeting dates:

August 5, 2014 9:30 a.m.

August 12, 2014 9:30 a.m.

Future agenda topics: Development of PowerPoint Presentation—rough draft to be taken to the August 11th Administration Committee and back to this committee on August 12th with finishing touches on the presentation for the August 19th County Board meeting. Ask Mort McBain to review the draft package and provide recommendations.

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Public Comments: None

Adjournment: Motion to adjourn by Desmond, second by Charbarneau. All ayes; motion carried.

David Hintz, Committee Chair

Dan Gleason, Recording Secretary

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