

**Administration Committee  
August 16, 2012  
Minutes**

**Committee members present:** Chair David Hintz, Sonny Paszak, Denny Thompson, Jerry Shidell, Ted Cushing.

**Others present:** County Supervisors Tom Rudolph, Billy Fried and Gary Baier. Also Erica Brewster (UWEX), Jean Hansen (LWCD), Jim Kumbera (OCEDC), Kevin Kopplin (ABX), Anna Kazda and Karla Ortmann (Humane Society), Mayor Dick Johns, Joe Brauer (Airport), Luann Brunette (Buildings & Grounds), Brooks Big John, Brookyl Bell and DeAnn Allen (Tribal members), Charlie Evenhouse (Solid Waste), Freeman Bennett (Highway), Sarah Pischer (Dept. of Tourism), Lara Reed (RACC), Lynn Grube (ITS), Melodie Gauthier and Kerri Ison.

**Call to order:** Chairman Hintz called the meeting to order at 8:30 a.m. in Committee Room #2 of the Oneida County Courthouse noting the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

**Approve agenda:** Motion by Paszak/Thompson to approve today's agenda with the order of items at the Chair's discretion. All ayes; motion carried.

**Re-creation of county conservationist position resolution:** Brewster reviewed LWC/UWEX department merger background and UWEX's policy of prohibiting an agent to supervise another department. CUW and LRES staff and committees have met to discuss options to address the issue. A resolution was submitted requesting the re-creation of the county conservationist position as department head and the elimination of the conservationist specialist position. Funding for the position is provided by DATCP. Actual fiscal impact to the County for this change is \$2,566. Lengthy discussion followed regarding duties, benefits, state mandates and the possibility of sharing the position with other counties. Motion by Paszak/Cushing to forward the resolution re-creating the county conservationist position to County Board for approval. Thompson revisited the budget letter regarding spending and discussion followed regarding funding sources. Roll call vote: Cushing-aye; Shidell-nay; Paszak-aye; Thompson-nay; Hintz-aye. Motion passed.

**ABX expansion and related loan resolution:** Hintz provided background on ABX and the success of this startup company. Oneida County Economic Development Corporation (OCEDC) submitted a resolution requesting the County borrow \$950,000 to assist with financing a building expansion needed to accommodate an additional machine which will result in an increased employee base. ABX leases the building from OCEDC who then pays the loan payment. Discussion followed. Hintz noted the Revolving Loan Committee audited the financial records and noted there is a buyout clause for the building in the existing lease. Motion by Hintz/Cushing to approve the resolution and forward to County Board for consideration. All ayes; motion carried.

**Approve minutes:** Motion by Thompson/Shidell to approve the minutes of 7/19/12 with corrections to Page 1, Paragraph 7, "ceded". All ayes; motion carried.

**Public comments:**

- Billy Fried alerted the Administration Committee there may be charges to the County for buildings located in the City of Rhinelander for storm water runoff. He suggested this

Committee review the contract at a future meeting. Also as Chair of Buildings and Grounds Committee, he noted there have been challenges of moving departments to the new building and he is proud of staff and their efforts to make those projects happen.

- DeAnn Allen requested information Item #12. Hintz noted at the last meeting the issue of a Tribal Concerns Committee was discussed. However, the Tribe was not notified of that meeting and this item was placed on the agenda to provide a venue for their input. A resolution relating to Tribal representation on Forestry Committee will be discussed at the upcoming County Board meeting.

**Oneida County Humane Society:** Kazda and Ortmann reviewed information regarding stray dog policies, strays per capita and payments received and support, donations, fundraising, fees and services provided by the OCHS. A copy of the 2012 budget and the proposed 2013 budget and operating agreement with the City for the final six months of 2012 were provided for review. This background information shows the partnerships made between the OCHS and other entities and is a basis for Kazda's request for support from Oneida County. Discussion followed. Formerly, the shelter was a city-owned facility. OCHS negotiated a management agreement to assume operations of the shelter effective 07/1/12 with the hope of having the building and vehicle be turned over to them in the future. Shidell felt that there is an inequity in payments from townships and the city and believes it deserves some consideration. Discussion followed regarding funding from the county. Lengthy discussion followed. OCHS representatives were asked to come forth with a requested amount at a future meeting. Shidell volunteered to work with OCHS, the City and County to work on a proposal.

Gary Baier noted the Town of Nokomis pays a monthly salary for a constable and has their own set of kennels to help reunite strays with their owners. He feels the towns and county need to work together on a solution suggesting that part of the dog license fees kept by the towns could be given to the OCHS.

**Allow continued lease of Airport space:** Fried and Brunette have been looking at the possibilities for the vacated space in the Courthouse after Public Health is moved to the Health and Aging Building. Staff is analyzing the needs of the County to see if moving the UWEX is prudent and is the best fit for future plans. Brauer noted that if UWEX/LWCD are moved to the Courthouse, there will be a budget shortfall in rental fees which would be split between the City and the County. He presented information regarding the Airport Meeting Room and the possibility of the County retaining use of the room if and when UWEX/LWCD is moved to the Courthouse. Brauer offered continued use of the conference room and storage space for the \$20,000 subsidy that the County would pay to close the budget shortfall. This would also eliminate the need to include conference room space within the current Public Health space as well as solve security issues for evening and weekend meetings. Lengthy discussion followed. Motion by Cushing/Paszak to endorse the plan to move UWEX/LWC and keep the Airport Meeting Room space available for use by the County. Discussion followed. All ayes; motion carried.

**Tribal Concerns Committee:** Hintz noted this issue began with the question of Tribal representation on the Forestry/Mining Committee. It then blossomed into the idea of having a Tribal Concerns Committee similar to Vilas County. The Vilas County Tribal Concerns Committee (TCC) is a six-member committee which includes two Tribal members with voting rights and the ability to bring agenda items forth, providing a forum for all partners. Tribal members believe it is a productive way to address issues and is beneficial for both sides since the tribe is another governmental agency. Feedback from the Tribal Council indicates they want a vote and a voice to work together on services and education.

Lengthy discussion followed. Thompson suggested notifying the Tribe of County meetings. Cushing suggested making a multi-county TCC with two members from each county and the Tribe and call upon Vilas County's experience. Cushing suggested this be placed on the next agenda and invite Al Bowman from the Vilas County TCC and other tribal members to proceed with the process.

**Update on Solid Waste Department:** Evenhouse provided an update on the SWD. After significant issues over the past few years, the department is on track with budget at this time and he feels they will be able to pay back the shortfalls from prior years. Recycling markets have rebounded and the department's employee base and expenses have decreased. He is exploring switching glass vendors which will generate revenue from material that has not been processed in the past. Discussion followed regarding sharing services with other waste vendors.

**Sale of pine stumpage:** Bennett noted the Highway Department used to own 40 acres in Jennings for a satellite Highway Shop. That shop has been shut down and dismantled and is now used as a borrow pit for clean fill. Twenty-acres has been sold to Plum Creek Timberlands with an easement. Plum Creek is interested in harvesting 12 acres and has offered 20% of stumpage. Motion by Cushing/Thompson directing the Highway Commission have the 12 acres logged with the proceeds going to the general fund. Discussion followed. All ayes; motion carried.

Meeting recessed for five minutes. Cushing was excused at 10:56 a.m.

**Power of Tourism presentation:** Sarah Pischer, Regional Tourism Specialist with the WI Department of Tourism, was asked by the Oneida County Tourism Council to make a presentation to this Committee, as well as the County Board, to re-emphasize the importance of tourism to northern Wisconsin. Tourism is critical to Wisconsin's economic growth. Travelers spent \$176 million in 2011 in Oneida County--2,048 jobs in Oneida County are tourism related. For every \$1 spent on tourism marketing, \$6 comes back to the state in traveler spending.

**Waivers of insurance:** None.

**Vouchers, reports and purchase orders:**

County Clerk:

- Motion by Thompson/Shidell to approve the vouchers for the Oneida County Clerk as presented. All ayes; motion carried.

ITS:

- Grube reviewed list of invoices to be paid. Motion by Thompson/Hintz to approve the ITS vouchers as presented. All ayes; motion carried.

Treasurer:

- Motion by Thompson/Paszak to accept the July 2012 statement of cash as presented. All ayes; motion carried.

Finance:

- Motion by Paszak/Thompson to accept July 2012 general investment summary as presented. All ayes; motion carried.
- Motion by Thompson/Paszak to approve the vouchers as presented for the Finance Department. All ayes; motion carried.

**Line item transfers:** None

**Resolution for line item transfers:** None.

**Discuss 2013 budget hearings:** Hintz reported budget hearings will be held October 8-10, 2012 with department heads coming in to discuss their budgets. Once changes are made, the budget is presented at the November County Board meeting. Hintz recommended ideas for cuts be brought forth prior to the County Board so that committees can address those issues prior to the County Board meeting.

**Possible use of courier service:** Thompson introduced the idea of using a courier service to save mileage costs and personnel time. There is a mailing service out of Wausau that may be utilized to save time in the Clerk's Office. He noted Lincoln County has done this and is experiencing a savings. He reported 127,000 miles were logged last year using private cars for running mail, visits to the post office, bank, etc. There is a courier service in Rhinelander that may be used for these errands. Thompson suggested a survey be sent to Department Heads regarding personnel use of vehicles and concerns/issues they may have with using such services in lieu of county personnel. Discussion followed.

**Out-of-county travel:**

Hintz requested permission for he and Cushing to attend the WCA Annual Conference on 9/24-25/12 in La Crosse. Motion by Paszak/Thompson to approve the out-of-county travel request as presented. Four ayes, one abstained; motion carried.

Hintz requested permission to attend the upcoming WI County Mutual meeting (travel expenses paid by WICM). Motion by Paszak/Thompson to approve the out-of-county travel request as presented. Four ayes, one abstained; motion carried.

**Efficiency Team report:** It was suggested Thompson work with the Efficiency Team to explore use of the courier and alternatives to provide county services.

**Public comment:** No additional comments.

**Items for next agenda:** The next meeting will be held on 8/21/12 at 9 a.m. to review/approve resolutions. The September meeting will be held on 9/10/12 at 9 a.m.

**Adjournment:** Motion by Shidell/Paszak to adjourn at 11:52 a.m. All ayes; motion carried.

Respectfully submitted,

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Kerri Ison, Recording Secretary

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David Hintz, Chair