

Finance & Insurance Committee
April 9, 2012
Minutes

Committee members present: Chair Ted Cushing, David Hintz, John Hoffman, Peter Wolk and John Young.

Others present: Erica Brewster (UWEX), Linda Conlon (OCHD), Mary Bartelt (County Clerk), Kris Ostermann (Treasurer), Margie Sorenson (Finance), Lynn Grube (ITS), Brian Desmond (Corp. Counsel), Lisa Charbarneau (LRES) and Kerri Ison.

Call to order: Chairman Cushing called the meeting to order at 9 a.m. in Committee Room #2 of the Oneida County Courthouse noting the meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

Approve agenda: Motion by Wolk/Hoffman to approve today's agenda as presented. All ayes; motion carried.

Approve minutes: Motion by Hintz/Hoffman to approve the minutes of 10/10/11 and 3/20/12 as presented. All ayes; motion carried.

Oneida County Fair entertainment contract: Brewster worked with Tom Wiensch and the County's Risk Assessor to draft a simplified entertainment contract for smaller, low-risk entertainers (i.e. local bands) at the Oneida County Fair. A copy was provided for review. Discussion followed. Motion by Hintz/Hoffman to approve the entertainment contract for the Oneida County Fair as presented. All ayes; motion carried.

Waiver of Insurance – Health Department Mutual Aid Contract: Conlon noted the state is no longer funding health consortiums. Since OCHD does not have a budget to cover consortium fees, she and other counties with the same issue have discussed entering into a mutual aid contract. Conlon worked with Brian Desmond to put together a reciprocal mutual aid contract for participating counties to assist each other in the case of health emergencies. Desmond noted insurance is not necessary as it is an inter-county document. Three cost options are being currently being negotiated between the participating counties. Discussion followed. Motion by Hintz/Wolk to waive the insurance requirement for the Health Department Mutual Aid Contract and the contract be brought back for final approval once compensation is determined. All ayes; motion carried.

Ordinance Amendment re: Supervisor per diem: Desmond provided an ordinance amendment changing the per diem rate for county supervisors as adopted at the 2012 budget hearing. The amendment will take effect when the county board is reorganized. Motion by Wolk/Hintz to approve the ordinance amendment as presented and forward it to County Board for approval. Discussion followed.

Vouchers, reports and purchase orders:

County Clerk:

- Motion by Hoffman/Wolk to approve the clerk's bills as presented. All ayes; motion carried.

Treasurer:

- Motion by Hintz/Wolk to approve the Treasurer's vouchers as presented. All ayes; motion carried.
- Ostermann reviewed the March statement of cash in detail. Discussion followed. Motion by Hoffman/Wolk to approve the March 2012 statement of cash account. All ayes; motion carried.

Finance:

- Motion by Hoffman/Wolk to approve the vouchers and blanket purchase orders as presented. All ayes; motion carried.
- Sorenson reviewed the February 2012 investments. Discussion followed. Motion by Hoffman/Hintz to accept the February 2012 investment report. All ayes; motion carried.
- Sorenson submitted resolution to approve a 2011 budget transfer from the Contingency Fund to the Rural Road Directory to cover the overdrawn account. Motion by Hoffman/Wolk to approve the resolution to cover the overdrawn account as presented. All ayes; motion carried.
- Sorenson reported an error was made in figuring the 2012 levy limits. She reviewed the correction in detail and the process in which to remedy it. Sorenson recommended drafting a resolution for County Board approval requesting the same remedy as the City of Fox Lake, and forward it to the Legislature for consideration. She also recommended the resolution be forwarded to other governmental entities in an effort to encourage the Legislature to create a way for the Department of Revenue to correct such an error in the subsequent year. Motion by Hoffman/Hintz that the Finance Director work with Corporation Counsel to draft a resolution requesting a remedy to correct the error to the 2012 level limit, encourage associations representing governmental entities to support legislation to have the Department of Revenue create a mechanism to allow for the correction of levy limit errors, and also contact the Wisconsin Counties Association, WI League of Municipalities, WI Taxpayers Association and the Association for School Districts regarding the issue. All ayes; motion carried.

Line item transfers:

- Sorenson presented 2011 line item transfers for ADRC, Social Services, Land and Water Conservation, Regional Transportation Study, County Board, Forestry, LRES, Advertising, and Corporation Counsel. Motion by Hoffman/Hintz to approve the 2011 line item transfers as presented and forward to County Board for approval. All ayes; motion carried.
- Sorenson presented 2012 line item transfers for Land and Water Conservation (AIS), Emergency Management, and Health and Aging Facility. Motion by Hoffman/Hintz to approve the 2012 line item transfers as presented. All ayes; motion carried.

Resolution for line item transfers: Motion by Cushing/Wolk to accept the resolution for line item transfers as presented and forward to County Board for approval. All ayes; motion carried.

Closed session: Motion by Hoffman/Hintz to enter into closed session pursuant to section 19.85(1)(c), (f), and (g), Wis. Stats., for the purpose of: (1) considering the employment and performance evaluation of an Oneida County employee; and, (2) considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data; and (3) conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. (Topic: ITS Personnel Matters). Roll call vote: Hoffman-aye; Hintz-aye; Wolk-aye; Young-aye; Cushing-aye. Motion carried.

Discussion held in closed session.

Motion by Hoffman/Wolk to return to open session. Roll call vote: Hoffman-aye; Hintz-aye; Wolk-aye; Young-aye; Cushing-aye. Motion carried.

Chairman Cushing noted the Committee met with legal counsel and no action was taken during closed session.

Cushing was excused at 10:28 a.m.

Vouchers, reports and purchase orders (continued):

ITS:

- Motion by Hintz/Wolk to approve the vouchers as presented. All ayes; motion carried.
- Grube reviewed costs/savings of equipment and services. She will continue to work to meet the savings goal for 2012. Discussion followed.
- Motion by Wolk/Hintz to approve the line item transfer as presented. All ayes; motion carried.
- As requested, Grube has been exploring wireless Internet access at the Courthouse. Option #1 would be to use the two secured portable wireless devices that are currently available for employees who travel. These were purchased at a cost of \$50 each and require a \$42.99 monthly service fee (this is already being paid). These could be used to provide password protected wireless access for up to four devices in meeting rooms at the Courthouse when available. Option #2 is to install wireless connectivity to the 2nd and 3rd floors of the Courthouse at a one-time cost of approximately \$1,500, with no monthly fee and not affect the current network. Grube believes Option #2 would be more efficient for employees, County Board members, lawyers, etc., to be able to serve clients and operate efficient meetings. Discussion followed. Motion by Hintz/Wolk to proceed with wireless access for the public on the 2nd and 3rd floors of the Courthouse at an estimated cost of \$1,539.00 with a ceiling of \$2,000.00. Discussion followed. All ayes; motion carried.
- Grube reviewed in detail the numerous server and switch downtime issues that have occurred over the last three weeks. Each issue has been repaired except the server that holds the mapping data and a disaster recovery specialist has been contacted to assist with data recovery. Staff is investigating the cause of these catastrophic incidents in an effort to avert additional downtime.

Out-of-county travel: None.

Efficiency Team report: Nothing new to report.

Public comment: None.

Next agenda: The next meeting is scheduled for 4/17/12 at 9:00 a.m.

Adjournment: Motion by Hintz/Wolk to adjourn at 11:20 a.m. All ayes; motion carried.

Respectfully submitted,

Kerri Ison, Recording Secretary

Ted Cushing, Chair