

**JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE
SERVICES COMMITTEE
APRIL 12, 2021
MINUTES**

Committee members present: Chairman Dave Hintz (Via Zoom), Alan VanRaalte, Bob Mott (Via Zoom) and Billy Fried.

Absent: Ted Cushing

Call to order: Chairman Hintz called the meeting to order at 9:30 a.m. in the County Board 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 VanRaalte/Fried to approve today's amended agenda with the order of items at the Chair's discretion. All aye; motion carried.

Public comment: None

Resolution to seek aid for the Rhinelander/Oneida County Airport: Matthew Leitner, Rhinelander/Oneida County Airport Director was present and explained the resolution. Leitner explained that the funding they are requesting will be used to install an automated parking system, rehabilitating the roads in and out of the airport and other rehabilitation around the airport. Motion by Fried/VanRaalte to approve the resolution for the Rhinelander/Oneida county Airport and forward to the County Board. Leitner explained that the funding has already been approved at the federal level and now needs approval from the County and the City. All aye; motion carried.

Resolution to repeal the Code of Conduct as provided in Resolution 42-2012: Hintz stated that this resolution came about after the last County Board meeting when the board voted to repeal the Code of conduct. Motion by Fried/Hintz to approve the resolution to repeal the code of conduct as provided in Resolution 42-2012 and forward it to the County Board. VanRaalte stated that he can not support the resolution. Fried stated that the resolution was directed by the County Board at the last meeting. Roll Call Vote: Fried, aye; VanRaalte, nay; Mott, nay; Hintz, aye. Motion fails. Discussion regarding Fried bringing the resolution to the board as a single supervisor.

Need for Special Committees – e.g. Funding Opportunities Committee – Membership – Goals – Objectives: Hintz stated that with more federal funding becoming available and with the finance director leaving there may be a need for a committee to look at how to use the funds and the county budget. Hintz stated that at this time he feels that the Administration Committee needs to spearhead the process how to use the \$6.9 million American Rescue Plan Act Funds. Fried state that he would like a closer look at the Human Service Center, single point entry, etc that needs to be addressed as we get to the 2022 budget. Discussion regarding the American Rescue Plan Act Funds, Human Service Center and other topics that may need to be addressed. Fried expressed concern with the number of items that need to be addressed and overwhelming the Administration Committee. Hintz stated that this will be brought back to the committee next month to reevaluate. Motion by Mott/VanRaalte to reestablish the Funding Opportunities Committee and the CIP Committee, if necessary, and have Corporation Counsel draw up a resolution and forward to the full county board for

consideration. Mott stated that the purpose of re-establishing the Funding Opportunities Committee is to establish strategic planning of the \$6.9 million dollars that is being anticipated. Fried stated that his understanding the the resolution will be to give Dave Hintz the discretion to start the committees when and if it is deemed necessary. All aye; motion carried.

Resolution to create an Ad-Hoc Redistricting Committee: Hintz stated that the census is completed every 10 years and as part of that the County needs to complete a redistricting process with the intent to make certain that there are generally the same number of residents in each district. Motion by VanRaalte/Mott to approve the resolution to create an Ad-Hoc Redistricting committing and forward to the County Board. All aye; motion carried.

Introduce new attorney in the Corporation Counsel Office – Fugle introduced Chad Lynch as the new Assistant Corporation Counsel. Fugle stated that Mr. Lynch was previously an attorney through the public defender’s office.

Hiring Outside Counsel for P&D regarding 9.78 Sign Ordinance and Licensing of New Livestock Facilities of more than 500 animals: Fugle stated that both issues have been discussed with the Planning and Development Committee. Fugle stated that the sign ordinance needs to be updated and as such this is a special area of law as it relates to free speech and he believes this should be looked at by an attorney that specializes in free speech law. Fugle stated that regulating feed lots is also a very narrow area of the law, similar to mining, and the ordinance will need special consideration. Karl Jennrich, Planning and Zoning Director stated that the sign ordinance was challenged last year and at that time it was determined that the current ordinance could not withstand against a challenge and likewise the livestock facilities ordinance is very detailed. Fugle reported that his office will look to start the ordinance process and will then send it out for review by another attorney. Discussion regarding the cost of the outside attorney. Fugle reported that the cost is unknown. He would anticipate the cost coming in under \$45,000, however, that will depend on how much work will need to go into the writing of the ordinance. Discussion regarding the licensing of new livestock facilities of more than 500 animals. Mott would like to see the department take what is available and plug information regarding Oneida County into an existing ordinance from another county and if needed have an attorney review the proposed ordinance. Steven Schreier would like to see the CAFO’s ordinance handled as proposed by Mott and Schreier expressed concern with the sign ordinance and regulating free speech. Hintz gave some history regarding the sign ordinance. Fried requested that Fugle come with a better number regarding a budget for legal costs and where that money would come from before this request is considered. Fried would also like to see more work completed on the two ordinance options prior to outside legal counsel being sought. Jennrich explained that the Planning and Development Committee does not want to create an ordinance for the licensing of new livestock facilities of more than 500 animals, however, the Conservation Committee wants to look at an ordinance for manure storage handling. Fried questioned if the contingency budget has \$20,000 that could be designated for P&Z outside legal counsel. Smith reported that the contingency currently has \$80,000 remaining for 2021. Smith reported that the mining ordinance cost was over \$40,000. Hintz would like to see more groundwork on what needs to happen and what outside counsel would provide prior to the committee making a decision on this issue.

Ferron and Angela Fisher – RH-624 Balsam Flats 2020 Taxes: Tara Ostermann, Treasurer was present and explained the issue with tax payment. Fugle explained that the penalties and

interest are not legally allowed to be waived by the county unless there is an issue with the mail. Fugle reported that the statute is pretty clear on waiving penalties and that can only occur when the mail caused the delay in the payment. Ostermann reported that the check was written on January 6th, however, it was incorrectly written. The payment was processed by the City on February 1st and when it was deposited by the bank it was shorted by \$100 due to the incorrect writing of the check. The city notified the Fisher's of the shortfall and the Fishers would have had until February 5th to correct the payment. The remaining amount was mailed on March 6th which is considered delinquent. Ferron Fisher was present and stated that the information presented is accurate, however, the check was written correctly in the numerical portion of the check. Fisher reported that the notification did not occur in a timely manner and therefore they weren't able to correct the error by February 5th. Hintz stated that he believes the issue was handled appropriately by the City of Rhineland and Oneida County and the statute does not allow for any waiving of the fee.

Resolution to Authorize 2020 Budget Transfers: Smith presented and explained the resolution to authorize 2020 budget transfers. Motion by Fried/VanRaalte to approve the resolution to authorize 2020 budget transfers as presented and forward to the County board under the consent agenda. All aye; motion carried.

Resolution to Authorize 2020 Budget Overdrawn Accounts: Smith presented and explained the resolution to authorize 2020 budget overdrawn accounts. Smith stated that the request is for \$245,791 with \$120,864 coming from the contingency fund and \$124,927 will need to come from the general fund. Motion by Fried/Hintz to approve the resolution to authorize 2020 budget overdrawn accounts and forward to the county board for approval as a consent agenda item. All aye; motion carried.

Capital Improvement Program Project Closeouts: Smith presented the close-out for capital improvement projects and stated that \$121,342 will be returned to the general fund. Smith will have a line item transfer for this item.

American Rescue Plan Act Funds: Smith reported that Treasury hasn't released the guidance on the funds. Oneida county will receive the funds from the State and should receive the funds around mid-June with 50% of the funds being released this round and the remaining amount will be released in approximately 12 months. Smith stated that the National Association of Counties has submitted a list of items needing clarification for the use of funds. Smith stated that the County has until December 31, 2024 to create a plan and to use the funds.

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

Finance

- Motion by Hintz/VanRaalte to approve the vouchers and line item transfers as presented. All aye; motion carried.
- 2021/2020 Contingency – Smith presented the 2021 Contingency Budget.
- Investments for March 2021 – Smith reported that this report isn't completed.
- Line Item Transfers – Smith presented line item transfers for 1) CIP Closeout moving \$121,342.49 from Capital Improvement back to the general fund, 2) Contingency transferring \$90,000 into the wellness medical services budget for payments to Erdmann Clinic, 3) taking \$120864 from the contingency budget and \$124,927 from

the general fund and transferring it to the forestry budget, 4) moving excess wages and fringes from IT budget and back into contingency, 5) moving \$154 to LRES, 6) carrying forward \$2,978,550 for CIP projects that haven't been completely spent but are still being completed and 7) carryforward \$14,987 from planning and zoning 2020 revenues for the 2021 granicus contract. Motion by VanRaalte/Hintz to approve the line item transfers as presented. All aye; motion carried.

- 2020 Budget Update – Smith reported that with the safer at home order and the pandemic there were concerns with the revenues coming in under budget. Smith reported that 2020 turned out to be a great year with more returns than any other year. Smith stated that Social Services and the Health Department returned around \$590,000 due to grants received, Routes to Recovery covered \$39,000 in wages, it is anticipated that \$25,000 in unemployment will be refunded, \$300,000 overage in interest, \$743,000 overage in sales tax, \$145,000 over budget in fees in the Register of Deeds office and \$168,000 over budget in fees in Planning and Zoning. Smith reported that the Sheriff's Office will also be returning surplus. Smith reported that with all of the revenue overages it is anticipated that there will be return of over \$4 million to the general fund.
- Finance Director Project List – Smith reported that she has created a list of projects that will need to be completed in the next few months by the new finance director and projects that will need to be completed in the next few years.

ITS

- Motion by VanRaalte/Hintz to approve the ITS vouchers and blanket purchase orders as presented by ITS. All aye; motion carried.
- IT Planning update – Marie Thompson gave a planning update.

Treasurer

- Motion by VanRaalte/Fried to approve the vouchers for the Treasurer's office. All aye; motion carried.
- Statement(s) of cash – February: Ostermann presented and explained the February statement of cash reports.

County Clerk

- Motion by Hintz/VanRaalte to approve the County Clerk vouchers as presented. All aye; motion carried.

Approve minutes: Motion by VanRaalte/Fried to approve the minutes of March 29, 2021. 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 29th at 1:00 p.m. and May 10th at 9:30 a.m. Future topics: Update on Finance Director search.

Adjourn – Hintz adjourned the meeting at 11:52 a.m.

Respectfully submitted,

Tracy Hartman, Recording Secretary
Oneida County Clerk

David Hintz, Chair

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