

**MEETING OF ADMINISTRATION COMMITTEE**  
**JANUARY 9, 2023**  
**Minutes**

**Committee members present:** Chairman Billy Fried, Ted Cushing, Tom Kelly, Russ Fisher and Steven Schreier.

**Call to order:** Chairman Fried called the meeting to order at 10:00 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 Cushing/Schreier to approve today's agenda with the order of items at the Chair's discretion. All aye; motion carried.

**Approve minutes:** Motion by Schreier/Fisher to approve the minutes of December 12, 2022 as presented. All aye; motion carried.

**Public comment:** None

**Opioid Settlement Funds:** Rideout reported that the CJCC Committee would be a good committee to have discussions on how to use the opioid funds. Rideout reported that currently the CJCC Committee reports to the Public Safety Committee. Discussion regarding how the spending of funds should occur in the future and which committee should oversee the use of the funds. All funding requests will begin with the CJCC, then Public Safety and may come to the Administration Committee as needed.

**Resolution to request Coronavirus Local Fiscal Recover Fund (CLFRF) for matching funds for the Treatment Alternative and Diversion (TAD) Grant and other substance abuse mitigation efforts –** Rideout reported that with the ARPA Funds \$300,000 was requested to help with substance abuse mitigation efforts and \$130,000 was approved. Rideout reported that in addition to that they are eligible to apply for a TAD Grant and can use those funds for a pre-charge diversion program that will be run through the District Attorney's office. The DA will contract with Justice Point to provide the services. Rideout reported that the County was awarded \$100,000 for the grant with a \$25,000 match to come from the County. Rideout explained that the TAD Grant was received for 2023 and the county will most likely receive the same grant for the next four years with increasing amounts in the future years. Motion by Cushing to approve the resolution and forward to the County Board for their consideration as a consent agenda item. Seconded by Kelly. Fried would like the Human Service Center looked at for assistance with funding and also questioned how to pay for this after the grant is no longer available. Rideout reported that there will be an analysis completed to help determine how beneficial the program is and at that time discussions will be had for future years. All aye; motion carried.

**Broadband Update:** Verdoorn reported that they continue to work on mapping with the Land Information Department to create accurate maps on what locations would be included. Once that is completed the County will need to decide if those maps should be expanded. Verdoorn informed the committee that Bug Tussel is attempting to get 3 more counties on board with the bonding and to bond in mid to late quarter two. Verdoorn stated that they will bring the maps to the Administration Committee for approval. Schreier questioned how long the county has to spend the PFC money and Verdoorn reported that the County has until 2024. Discussion

regarding federal grants that are available and the reasons why Bug Tussel isn't applying for the federal grants. Discussion had regarding looking at other entities for broadband in the County. Verdoorn reported that the County needs a partner who is willing to work with the County on broadband and at this time Bug Tussel is the only agency that is interested in working with the County. Verdoorn reported that Spectrum isn't interested in working with the county and they wish to work on their own for broadband funding. Verdoorn reported that there is a meeting scheduled on Thursday and after that there will be more information regarding the maps and proposed routes.

**Oneida County Humane Society 2023 Contract:** Fugle presented a 2023 Humane Society agreement which is identical to previous years with updates made only to the budget amounts. Motion by Cushing to approve the Humane Society contract as submitted. Seconded by Schreier. All aye; motion carried.

**Oneida County Dog License Fees:** Fried would like the committee to discuss raising the dog license fee. Discussion regarding how to make that happen. Clerk Hartman will get information from other counties what is charged for dog licenses and bring it to the next meeting.

**Future Capital Improvement Projects (CIP) Committee meetings:** Fried would like to schedule a CIP meeting to setup a process moving forward regarding ARPA Funds and this will be brought back to the Administration Committee. Discussion regarding the \$1.5 million in ARPA funds that have been set aside for Broadband. Discussion regarding pulling that funding back and allowing it to be used elsewhere. Fried reported that Verdoorn asked if that funding could stay committed to Broadband at this time. The CIP Committee will meet in February and bring back any recommendations to the Administration Committee.

**IT Challenges:** Fried stated that there have been issues in the past with departments moving forward with technology purchases/upgrades without working with the IT Department and that has caused issues and overlapping in services. Rhodes reported that they would like to see some policies set regarding the purchase of IT equipment and updating the Electronic Use Policy and requiring all employees to sign it. Rhodes reported that there was recently an issue with the Buildings and Grounds Department implementing a new distress button system without working with the IT department and that has caused issues and a number of hours of additional work for his department. Fried would like to have Rhodes work on the policy and bring this back to the committee. Fried requested that Rhodes create a list of vendors and cost for software and subscription services to the committee. Discussion regarding vendors, software, subscriptions and how that can be tracked. Rhodes will run any policy through the LRES Department and Corporation Counsel prior to bringing to the Administration Committee.

ITS

- Motion by Cushing/Kelly to approve the line item transfer as presented by ITS. All aye; motion carried.
- Motion by Fried/Cushing to approve the ITS vouchers and the 2023 blanket purchase orders as presented by ITS. All aye; motion carried.
- IT Planning update – Rhodes gave a planning update.

**Resolution to Authorize an Agreement with GovTempsUSA, LLC for the purposes of Outsourced Finance Staff:** Mike Earl, GovTemps, reported that they have an employee, Annmarie Mampe, that would meet the needs of Oneida County. Smigielski gave an overview

of how the Finance Department got to the place of needing to hire a temp. Smigielski reported that this would be for one day per week and is for a cost not to exceed \$70,000 which will also allow her to keep the LTE position funded and filled. Motion by Schreier to approve the resolution and move to the County Board to authorize an agreement with GovTempsUSA, LLC for the purposes of outsourced Finance Staff. Seconded by Kelly. All aye; motion carried.

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

Finance

- Motion by Fried/Schreier to approve the vouchers, blanket purchase order and line item transfers as presented. All aye; motion carried.
- General Investments Report – Discussion regarding the general investment report.
- Sales Tax by Month – Smigielski presented the sales tax by month report.

Treasurer

- Motion by Fried/Kelly to approve the vouchers and mileage for the Treasurer's office. All aye; motion carried.

County Clerk

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

**Public comment/communications:** None

**Dates and items for future agenda/meetings:** The next administration committee meeting will be held on February 13<sup>th</sup>, 2023 at 10:00 a.m. Future topics: Please let the County Clerk know of any topics needed for future agendas.

**Adjourn** – Fried adjourned the meeting at 12:05 p.m.

Respectfully submitted,  
Tracy Hartman, Recording Secretary  
Oneida County Clerk