

JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE
OCTOBER 6, 2021
Minutes

Committee members present: Chairman Dave Hintz, Alan VanRaalte, Ted Cushing, Bob Mott and Billy Fried.

Call to order: Chairman Hintz called the meeting to order at 9:00 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/VanRaalte to approve today's agenda with the order of items at the Chair's discretion. All aye; motion carried.

Continue 2022 Budget Hearings
LRES

• Labor Relations and Employee Services – Charbarneau reported that there is a decrease in the budget due to a decrease in staffing levels. Charbarneau also reported that \$95,000 has been removed from the LRES Budget for the Erdman Clinic and this was moved to the contingency budget. Charbarneau also reported that the health and wellness incentives in the amount of \$11,500 has been removed from the budget and she is leaving that up to the committee to determine if that should be added back into the budget. Discussion regarding what the health and wellness benefits cover and the amount that they are used by employees. Motion by VanRaalte/Cushing to add \$10,000 to item 531903 for wellness incentives. Discussion regarding what else this could be used for. All aye; motion carried.
Motion by Fried/VanRaalte to approve the LRES budget as presented and amended and forward to the full county board for approval. All aye; motion carried.

Charbarneau reported that the COLA for this year is 1.5% as recommended by the WERC and approved by the LRES Committee. Butzlaff reported that the WERC has updated the COLA for 2022 to 2.3%. Discussion regarding the increase in the COLA and how that should be handled. Smigielski reported that if 2.3% is used it will be an additional \$165,000 that isn't included in the budget. Discussion regarding the COLA. Discussion regarding how the COLA adjustment is typically looked at and when it is considered. Discussion regarding past years and how the COLA was calculated. Charbarneau reported that if she were making a recommendation today it would be for a 2.3%.

Motion by VanRaalte/Mott to increase the COLA to 1.75%. Discussion regarding increasing to 1.9% which would be an additional \$84,000 and increasing to 2.0% would increase to \$103,000. Motion by VanRaalte/Mott to amend the current motion on the floor from 1.75% to 2%. All aye; motion carried. Smigielski clarified that this amount will be left in contingency.

9:43 – Recess

9:52 – Return from Recess

Status and Update for 2022 budget

Hintz reported that the current budget will increase levy by 5%. Smigielski presented and reviewed a chart with the changes made to the 2022 budget during the budget hearings. Smigielski reported that with the changes made there is now a surplus of \$56,200. Supervisor Thome presented an explanation of tourist rooming houses (TRH) and the potential revenue.

Thome reported that for every rental that is licensed it will generate an additional \$750 in permitting fees and approximately an additional \$136.50 in sales tax. Thome reported that the County should consider adding Granicus modules to help facilitate finding all of the unlicensed tourist rooming houses in Oneida County. Discussion regarding the TRH recommendation. Fried expressed concern that even if TRH's are located the departments need to have the staff to license them in order to get the fees collected.

Opportunities, Capital Improvement Plan

Public Comment – Tom Jerow, City of Rhinelander, reminded the committee that there were 2 referendum questions regarding the roads and both referendum questions failed. Jerow stated that the public spoke regarding cutting programs and did not want programs cut. Jerow reported that the City of Rhinelander bonded for road improvements and encouraged the committee to consider borrowing in future discussions.

Relief Funding Plan - Capital Improvement Plan

Smigielski reported that the CIP Committee reviewed capital projects and the 4 sources available to fund the projects including funding through the general fund balance, department funds, ARPA Funds and other grants/funding sources. Smigielski presented a list of all projects reviewed and approved by the CIP Committee. Smigielski reported that the Building and Grounds projects for 2022 include:

- 1) Car Port for Public Health/ADRC with \$50,000 coming from the general fund
- 2) Courthouse Elevator Upgrade with \$125,000 coming from the general fund
- 3) DSS Office Remodel with \$110,000 coming from the ARPA Funds
- 4) LEC Chiller with \$350,000 coming from the ARPA Funds
- 5) LEC Jail Plumbing & ICON System with \$75,000 coming from the ARPA Funds

Discussion regarding the above listed projects. Fried stated that the list of projects presented are not all inclusive of the Relief funding amount. There will be further projects coming at future dates, however, these projects were already on the list to be considered this year.

Smigielski reported that the Forestry Department has 3 projects including:

- 1) Almon Park Shelters with \$60,000 coming from other funds
- 2) Purchase Enterprise Parcel with \$60,000 coming from other funds
- 3) Three Lakes Culverts with \$55,000 coming from other funds

Smigielski reported that the Highway Department has 7 projects including:

- 1) Brine Building with \$200,000 coming from the general fund
- 2) Crackseal Tar Kettle with \$110,000 coming from the highway fund
- 3) Fuel System upgrade with \$175,000 coming from the general fund
- 4) Highway construction with \$555,796 coming from the highway fund and \$1,200,000 coming from the general fund
- 5) Patrol Truck with \$600,000 coming from the general fund
- 6) Sign Truck with \$250,000 coming from the general fund
- 7) Skidsteer w/milling head with \$120,000 coming from the highway fund

Alex Hegeman stated that Oneida County has 172 miles of roads and repaving a mile of road currently costs approximately \$233,000. The County currently plans for a road to last 25 years. Discussion regarding the current road budget and plan to maintain roads in Oneida County. Discussion regarding the brine building and the fuel system. Hegeman reported that the Brine building has currently cost \$293,913.00 and \$508,000 was budgeted in the 2021 CIP Projects with an additional \$200,000 requested to finish the project. Discussion regarding the fuel system total cost of \$475,000. Steven Schreier stated that prior to the referendum questions he drove every mile of road in Oneida County and questioned if every road in Oneida County needs to be paved or if it could be returned to gravel. Discussion regarding the future purchase

of patrol trucks by borrowing and replacing more than one at a time. Discussion regarding the cost of maintaining the patrol trucks. Discussion regarding the depreciation of vehicles and how that impacts the ability to charge the state for projects.

Smigielski reported that the ITS/Land Information department has 3 projects that include:

- 1) ERP (Enterprise Resource Program) System Upgrade with \$600,000 coming from the ARPA Funds. Smigielski reported that they have requested demonstrations from 3 of the vendors and after that will have a better idea of what is available and the cost.
- 2) Infrastructure Update with \$170,000 coming from the General Funds
- 3) LIDAR Data with \$100,000 coming from the general fund with a future year project of another \$100,000 coming from the general fund and a federal grant of \$200,000.

Smigielski reported that the Sheriff's Office has a request for LEC Jail Security Glass Replacement with \$219,000 coming from ARPA Funds.

Discussion regarding the CIP Plan that has been presented. Motion by Mott/Cushing to approve the CIP Project suggestions and move them onto the County Board including the LEC Jail Security Glass Replacement. All aye; motion carried.

Smigielski presented the Oneida County Relief Funding Plan. Smigielski reported that the entire \$6.9 million in relief fund has been placed in the 2022 budget, however, it is a moving target with how it will be utilized. The Funding Opportunities Committee has created a plan for the use of the relief funding. Discussion regarding if this plan needs to go through the County Board. Smigielski reported that a portion of the Relief Funds are being approved through CIPS. Discussion regarding how future relief funds can be requested. Hintz reported that the current CIP requests approved today will go before the board in November. Future relief dollar requests will need to go before the County Board at a future meeting through a resolution. Schreier would like to see the funding opportunities committee continue to meet to discuss any future changes to ARPA funds and any other unplanned funds that may come before the county. Hintz stated that a process to request the remaining ARPA funds needs to be developed. The Administration Committee will develop a procedure for requesting ARPA funds beyond the initial CIP Projects presented today. Motion by Cushing/VanRaalte to include the remaining \$5,546,000 in ARPA Funds in a restricted county board fund as setup by the finance director for future use. All aye; motion carried.

2022 Budget Review, Possible Changes and Approval –

Discussion regarding the Fair Budget of \$2000 which was approved under the UW-Extension budget. Discussion regarding the contingency budget. Smigielski reported that under contingency budget the following motions were made:

- \$400,000 for use of unrestricted fund balance
- Sales Tax was increased by \$250,000
- POWTS Fees will be split 20/80
- Decreased the cost allocation plan decrease of \$90,000 to remove the clinic
- Decreased the other professional services from \$268,077 to \$88,007
- Increased the COLA by \$103,000

Discussion regarding the \$50,000 that has been set aside in the other professional services line item regarding a review of the structure of the county.

Motion by Fried/Cushing to slot the remaining \$56,200 in the Contingency Fund. All aye; motion carried.

Motion by Fried/VanRaalte to approve the budget as discussed and amended over the last three days and forward to the full county board for approval. All aye; motion carried.

11:55 – Return to session

Oneida/Vilas County Transit Charter Revision – Fried presented an updated Oneida/Vilas Transit Charter that has been worked on for the last three years. Fried stated that if the Administration Committee approves the revision a resolution will be brought before the County Board in October and sponsored by Supervisor Fried and Supervisor Schreier. Schreier reported that many of the changes in the charter have to do with Forest County no longer being a part of the transit commission. Discussion regarding the changes in language for the charter. Discussion regarding the length of time to appoint members being changed from 60 days to 90 days. Discussion regarding the number of commissioners increasing from 3 to 4 commissioners from each county. Discussion regarding the Transit Managers ability to dismiss an employee under the revisions. Fried stated that this will go back to the Transit Commission to discuss changes as discussed. This will be brought back to the Oneida County Board as a resolution.

Adjourn – Hintz adjourned the meeting at 12:15 p.m.

Respectfully submitted,

Tracy Hartman, Recording Secretary
Oneida County Clerk

David Hintz, Chair