

**JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE
SERVICES COMMITTEE
February 3, 2022
Minutes**

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

Excused Absent: Billy Fried.

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/Cushing to approve today's agenda with the order of items at the Chair's discretion. All aye; motion carried.

Approve minutes: Motion by Cushing/VanRaalte to approve the minutes of January 10, 2022. All aye; motion carried.

Public comment - None

Proposal for ARPA dollars for Broadband Expansion in Oneida County – Presentation by OCEDC – Hintz reported that this project is in the early stages of considering and the next two topics will allow this project to move to the County Board for approval to proceed with looking into this project. Jeff Verdoorn, Economic Development Corporation, reported that the beginning phase is moving quickly due to the application to the PSC being due by March 17, 2022. Verdoorn reported that they are looking at installing a fiber backbone that the County can build from in the future. Verdoorn reported that they are applying for \$2.5 million dollars from the PSC to combine with \$1.5 million in ARPA dollars. This will allow the installation of 225 miles of middle mile fiber, build 6 new 300 foot cell towers, as well as connecting several existing cell towers with fiber. Discussion regarding the project and the two resolutions being presented today. Discussion regarding concerns expressed by Corporation Counsel with the resolution for authorization for the creation of public private partnership with Hilbert Communications, LLC. Fugle recommended caution with moving forward with entering into an agreement to consider entering into an agreement. Discussion regarding what areas of the County would be serviced by the additional fiber. Cushing questioned how this will impact the current relationship the county has with Northwoods Connect. Verdoorn reported that Bug Tussel, the company that the County is looking to enter into an agreement with, purchased Northwoods Connect a few months ago. Verdoorn reported that the county would be able to generate approximately \$3 million dollars in revenue over the 30-year life of the project. Motion by Hintz/Mott to approve the two following resolutions (Resolution to enter into an agreement to establish public private partnership with Hilbert Communications, LLC and Resolution to use CLFRF Funds for Broad Band Project) and forward to the County Board for approval. All aye; motion carried.

Resolution to enter into an agreement to establish public private partnership with Hilbert Communications, LLC – See above topic

Resolution to use CLFRF Funds for Broad Band Project – See above topic

Resolution to amend Chapter 25 Construction and Effect of Ordinances – Jennrich presented a resolution to amend Chapter 25 Construction and Effect of Ordinance which authorizes various departments to issue citations for violations of chapters of the Oneida County General Code. Motion by Cushing/VanRaalte to approve the resolution for Planning and Zoning and forward it to the County Board for consideration. VanRaalte asked for clarification on the forfeiture amounts vs the court costs. Discussion regarding forfeiture amounts in other areas covered under chapter 25. Voice vote: 3 aye, 1 nay; motion carried.

Resolution to reclassify the Secretary I and Secretary II positions in the Corporation Counsel Department to an Administrative Support Specialist and Office Coordinator positions respectively – Fugle explained the reasoning behind changing the classification for these two positions and stated that this will put the two positions on the same level as the office staff in the District Attorney's office. Fugle reported that this has been reviewed by LRES Director Lisa Charbarneau and she agrees that this will put the two positions in the correct classification. Motion by Cushing/VanRaalte to forward the Resolution to reclassify the Secretary I and Secretary II positions in the Corporation Counsel Department to the County Board for their consideration. Mott questioned if this should be changed to move the hours to 2080. All aye; motion carried.

Resolution to Designate Oneida County Public Depositories – Ostermann reported that this is to amend a previous resolution to add Pershing to the list of approved public depositories. Smigielski explained the need to add the depository. Motion by VanRaalte/Hintz to approve the resolution to designate Oneida County Public Depositories and forward to the County Board for approval. All aye; motion carried.

SB-829 Property Sale – Distributing the proceeds from the sale of tax delinquent property to the former owner – Tara Ostermann, Treasurer, explained the proposed change to the law and the potential impact to the County. Discussion regarding how the county may wish to proceed. Schreier expressed concern with SB-829 and encouraged the committee to look further into this proposal. Discussion regarding the current procedure.

County Property Appraisal – Hintz gave an overview of the building values and how they increased from 1989 to 2016 when the county moved from the LGPIF fund to Wisconsin County Mutual. Hartman explained that during the transition the value of Koinonia was decreased by almost \$1 million dollars and the contents were decreased by almost \$200,000. The remaining buildings stayed at the same valuation during the transition and have remained at that amount during the last 6 years with WCM. VanRaalte would like to see the value of the Koinonia building and contents increased to the level in 2016. Hartman will contact WCM today and get that completed. Hartman has contacted a second vendor to get a quote for a property appraisal. This topic will be moved to the March agenda.

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

Finance

- Motion by VanRaalte/Cushing to approve the Finance vouchers and blanket purchase order. All aye; motion carried.
- General Investments Report – December 2021 – Discussion regarding the general investment report. Smigielski presented the general investments report.
- Sales Tax by Month – Smigielski reported that the County finished the year at \$6.1 million in sales tax and the budget was \$4.8 million.

ITS

- Motion by Cushing/VanRaalte to approve the ITS vouchers as presented by ITS. All aye; motion carried.
- IT Planning update – Rhodes gave a planning update. Discussion regarding Microsoft office and the annual fees that may be assessed. Discussion regarding downtime that occurred after a Microsoft update.

Treasurer

- Motion by Hintz/VanRaalte to approve the voucher for the Treasurer's office. All aye; motion carried.
- Statement(s) of cash – December: Ostermann presented and explained the December statement of cash reports.
- POWTS Fee Process – VanRaalte reported that he received an email from the Little Rice Town Treasurer regarding the POWTS fee being paid to the P&Z department which necessitated an additional check and reconciliation for the towns. Discussion regarding the process and how the new software may impact this in the future.

County Clerk

- Motion by Cushing/Hintz 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 March 7th at 9:30 a.m. Future topics: County Property Appraisal, Courthouse Safety Concerns

Adjourn – Hintz adjourned the meeting at 11:24 a.m.

Respectfully submitted,
Tracy Hartman, Recording Secretary
Oneida County Clerk