

**JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE  
SERVICES COMMITTEE  
FEBRUARY 10, 2020  
MINUTES**

**Committee members present:** Chairman Dave Hintz, Robb Jensen, Ted Cushing, and Billy Fried.

**Excused Absent:** Bob Mott

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

**Approve minutes:** Motion by Fried/Jensen to approve the minutes of 1/15/2020 with changes as discussed. All aye; motion carried.

**Resolution to Adopt the Policy to Prohibit the Use of Excessive Force and the Barring of Entrances/Exits for Non-Violent Civil Rights Demonstrations as required for the Community Development Block Grant –** Motion by Jensen/Cushing to approve the Resolution to Adopt the Policy to Prohibit the Use of Excessive Force and the Barring of Entrances/Exits for Non-Violent Civil Rights Demonstrations as required for the Community Development Block Grant and forward onto the full County Board. All aye; motion carried.

**Replacement Fund for First Floor Ricoh Copier –** Discussion regarding billing departments a higher copy cost to help save for the future purchase of a copier when it needs to be replaced again. Motion by Jensen/Cushing to establish a replacement fund for the first floor Ricoh Copier. All aye; motion carried.

**Buildings and Grounds Contract for Refuse Collection with Eagle Waste –** Brunette explained that the County can receive a better rate from Eagle Waste, however, Corporation Counsel is not comfortable with the contract as written. Brunette explained that the concerns had to deal with the liability and with some of the abbreviations that are listed needing to be spelled out. Fried stated that the contract with Eagle Waste is identical to the contract they have with other municipalities and is almost identical to the contract that the County currently has with Waste Management. This is a three-year contract with automatic renewal every 12 months after the initial 3 years. Tom Wiensch explained the recommended changes by Corporation Counsel and Paul Wiese. Motion by Cushing/Fried to support the Committees decision to enter into a contract with Eagle Waste as submitted by Eagle Waste. All aye; motion carried.

**Buildings and Grounds Contract for Ahern Fire Suppression –** This item will be brought back at a future meeting.

**Buildings and Grounds Duralast Warranty for Law Enforcement Center Roof –** Brunette explained that there is a 20-year warranty for the roof at the Law Enforcement Center and concerns with how the roof is written. One of the concerns is that the warranty states that if there are any future lawsuits they would have to be filed in the State of Michigan. Fried explains that there is currently a 15-year warranty for the roof, however, there is the opportunity to extend the warranty for \$17,600. This would be covered by the construction budget. Desmond expressed concern with the language being vague as to what would not be covered by the warranty. Motion by Jensen/Cushing to extend the Duralast Warranty for the Law Enforcement Center Roof from a 15 year warranty to a 20-year warranty at a cost of \$17,600 with the cost to come from the current budgeted amounts. All aye; motion carried.

**Indirect Costs for the ADRC –** Smith explained that the indirect cost plan was completed and has come in at \$8000 more for the ADRC than was budgeted. They budgeted for \$14,000, however, it is estimated that they can recoup \$22,000 and Smith has spoken with Joel Gottstacker and they will be looking to claim the full \$22,000. Smith explained that they had an outside firm look at the indirect costs and this agency was able to find more opportunities with different grants that the ADRC would be able to claim to cover indirect costs.

**2021 – 2025 Capital Improvement Program** – Smith stated that she would like to start looking at the 2021 – 2025 CIP projects and would like to start looking at this in March. The committee currently has Robb Jensen, Billy Fried, Jack Sorensen, Mike Romportl and Darcy Smith. Discussion regarding future budgeting and the future make-up of the committee. Hintz would like to see the committee remain the same and this could be addressed after April if there are changes to the committee.

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

Finance

- Smith presented the finance vouchers - Motion by Jensen/Cushing to approve the Finance Vouchers as presented. All aye; motion carried.
- Smith presented line item transfers for the ADRC and Land Information. Motion by Cushing/Jensen to approve the line item transfers as submitted. All aye; motion carried.
- General Investments Report – December 2019 – Smith presented the general investments report for December and reported that the County came in \$704,664 over budget for interest in 2019.
- Review of 2019/2020 Contingency Budget – Smith presented the contingency budget.
- 2019 Vacancy Budget – Smith reported that she has not received the final numbers from two departments, however, she estimates that the County will be under budget by about \$100,000 for 2019.

ITS

- Rhodes presented ITS vouchers. Motion by Cushing/Hintz to approve ITS vouchers as presented. All aye; motion carried.
- IT Planning update – Rhodes presented the ITS update for the month of January. Discussion regarding the camera project at the Sheriff's Office and the overages that are anticipated.

Treasurer -

- Motion by Jensen/Cushing to approve the vouchers for the Treasurer's office as presented. All aye; motion carried.

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 January 8, 2018 at 9:30 a.m. Future topics: Strategy for 2021 Budget Process including Funding Opportunities Committee and Capital Improvement Programs Committee, Review Single Point of Entry, Policy for Department Head reviews and the evaluation instrument. The next meeting will be scheduled for March 9<sup>th</sup>, 2020 at 9:30 a.m.

**Adjourn** – Hintz adjourned the meeting at 10:50 a.m.

Respectfully submitted,

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Tracy Hartman, Recording Secretary  
Oneida County Clerk

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David Hintz, Chair