

MEETING OF ADMINISTRATION COMMITTEE
SEPTEMBER 11, 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 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 Schreier/Cushing 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 August 7, 2023 and August 14, 2023. All aye; motion carried.

Public comment – None

Oneida County Economic Development Corporation Budget – Verdoorn was present and gave an overview of the OCEDC Budget. Verdoorn reported that they are proposing additional funding for additional hours to be used for broadband management and those hours could be paid for in 2024 through ARPA funds that have been allocated to OCEDC for consultants for broadband. Verdoorn reported that in the future the hours/position could be funded through using the interest the county will receive from the Bug Tussel bond which will be \$98,000/year, through the facility use agreement which is estimated to be over \$30,000/year or through the savings the county will recognize by connecting county facilities up to broadband fiber that is owned by the County. Discussion regarding adding a position and where the position would be housed. Schreier expressed concern that a project manager position wasn't proposed during the Bug Tussel bonding discussion. Schreier expressed concern that there isn't any proposal provided regarding what the position would entail. Discussion regarding the timing of the request and how the Broadband Committee creation may impact the position. John Sweeney reported that there are discussions occurring regarding the position, where it would be placed, how it would be funded and what it would entail. Schreier expressed concern with paying for the position in 2024 by using the ARPA funds as that may not be allowed under the current ARPA resolution. Cushing confirmed that the budget request of \$96,500 is the same as 2021, 2022 and 2023 and would like to see the budget request forwarded to the budget hearings. Motion by Cushing/Fisher to forward the budget to the Administration Committee Budget hearings. Fisher expressed concern with the position and with funding coming from the interest of the bonds. Schreier asked for clarification on the amount being requested. Verdoorn reported that there was an updated budget created which is requesting \$106,800 to cover the base support of \$96,500 and \$10,300 for additional hours to manage the broadband in 2024. All aye; motion carried.

Bug Tussel Bond Update – Verdoorn reported that the bonds have been purchased and Bug Tussel is on schedule to begin construction in the spring. Verdoorn reported that the \$1.5 million dollar loan from Oneida County is still being looked into as to what agency will be listed on the loan documents. John Sweeney reported that the current cost estimates for Bug Tussel remain the same, they have put out bids for the engineering firm and they are anticipating quarterly reports regarding the progress. Sweeney reported that Forest County did not approve

the broadband bonding and that may impact one of the routes that Oneida County was looking at.

Additional Fiber Priority List for Engineering – Sweeney reported that there has been a request from Bug Tussel to look at a priority list for broadband to county and municipal facilities. Sweeney presented a list of priorities for Oneida County with public safety being the number one priority with another priority being decreasing ongoing broadband and phone costs to Oneida County. Sweeney asked the committee to approve the priority list shown and requested approval for Bug Tussel to proceed with the “blue” map. Cushing stated that Bug Tussel should be reaching out to towns and the County to get construction plans for 2024. Sweeney reported that the engineer that will be hired will be tasked with contacting local municipalities and the state for road construction plans. Motion by Fried/Schreier to approve the priority list for engineering as requested by Bug Tussel and forward back to Bug Tussel. Fried stated that this is a good list and there will be opportunities down the line to make changes if necessary. All aye; motion carried.

Update on CIP Committee Meetings – Fried reported that the CIP Committee has been discussing options for other revenue including a general obligation bond and wheel tax. Discussion regarding the general obligation bond. Fried stated that this will come back to the committee and County Board.

2024 Budget Hearing Schedule – Budget schedule was presented and no concerns were expressed.

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

a. ITS

- Rhodes and Thompson presented the invoices paid report and budget to actual report.
- IT Planning update – Rhodes presented the planning update. Discussion regarding the copier/printer managed system.

b. Treasurer

- Ostermann presented the invoices paid report.
- Out of County Travel Request – WCTA District Meeting – October 11, 2023 – Florence County, WI and WCTA Fall Conference – October 24 to October 27, 2023 – Door County, WI – Motion by Cushing/Schreier to approve the out-of-county travel requests as presented under 10c on the agenda for the Treasurer. All aye; motion carried.

c. Finance

- General Investments Report – Written report received
- Sales Tax by Month – Written report received
- Smigielski provided the invoices paid report and budget to actual report prior to the meeting.

d. County Clerk - Hartman provided the invoices paid report and budget to actual report prior to the meeting.

Public comment/communications – Linnaea Newman asked that Steven Schreier be considered for the Broadband Committee.

Dates and items for future agenda/meetings: The next administration committee meetings will be held on October 9th, 10th and 11th and Monday, November 6th at 9:00 a.m. Future topics: Budget Hearings

Closed Session - It is anticipated that a motion will be made, seconded, and approved by roll call vote to enter into closed session pursuant to Section 19.85(1)(c), Wisconsin Stats., “considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility” (Topic: Market Wage/Level Adjustment for the ITS Director). A roll call vote will be taken to go into closed session and it is anticipated that the Committee will return to open session by roll call vote to consider the remainder of the meeting agenda.

Motion by Cushing/Kelly to enter into closed session at 10:37 a.m. Fisher, aye; Cushing, aye; Fried, aye; Kelly, aye; Schreier, aye; motion carried.

Motion by Cushing/Kelly to return to open session at 11:11 a.m. Fisher, aye; Cushing, aye; Fried, aye; Kelly, aye; Schreier, aye; motion carried.

Announcement of action taken in closed session, or take action based on closed session (NOTE: If the announcement of action taken in closed session would compromise the need for the closed session, the action taken will not be announced. Any action taken in closed session may be announced when the need for the closed session has passed).

Fried reported that while in closed session there was no action taken. Motion by Fried/Kelly to increase the ITS Director position from the current R10 position to a salary in S10 with wages to be \$118,862 with the increase for 2023 to be paid from the ITS Budget and forward to LRES committee for consideration. All aye; motion carried.

Adjourn – Fried adjourned the meeting at 11:13 a.m.

Respectfully submitted,
Tracy Hartman, Recording Secretary
Oneida County Clerk