

AGENDA

Date March 31, 2017

Committee: FINANCE/INFORMATION SERVICE COMMITTEE
Date: FRIDAY, APRIL 7, 2017
Time: 8:30 a.m.
Place: LAW LIBRARY, ROOM 203, SECOND FLOOR OF THE COURTHOUSE

The Finance Committee may discuss and take action on any of the agenda items listed below
Subjects:

1. Call the meeting to order.
2. Please silence all cell phones.
3. Pledge of Allegiance.
4. Approve the minutes of the previous Finance Committee meetings on March 10, 2017.
5. Recognition of others present and public comments on agenda items.
6. Veteran's Department request for a Facebook page.
7. Request to increase the credit card limit for the Maintenance Director for projects.
8. Discuss request for additional funding for the Courthouse Parking Lot Capital Improvement Project.
9. Discuss overages in Social Services due to out of home placements and transferring funds from the risk reserve.
10. Resolution asking that Community Development Block Grant funding not be cut from the Federal budget.
11. Review 2018 budget plan.
12. Finance Director's report regarding the finances of the County, and an update regarding the Information Services section of the department.
13. At approximately 9:30 a.m. consider moving into closed session pursuant to Section 19.85 (1)(c), Wis. Stats., to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to consider setting the compensation for the positions identified in the Interim Plan for Human Resources (Res. #23-2017) for the Interim Finance/IT/HR Director, Assistant Finance Director, Assistant HR Director positions, and Staff Accountant position (Res. #22-2017); and to consider compensation for assignment of temporary duties performed in the absence of the HR Director prior to implementation of the Interim Plan.
14. At approximately 10:00 a.m., return to open session with possible action taken on any matters discussed in closed session.
15. Line item transfers.
16. Computer equipment purchases.
17. Approve grant requests.
18. Verify date of next meeting.

19. Adjourn the meeting.

Additional items may be discussed, with no action taken during the meeting, for the purposes of preparing future public meeting agendas.

**Don Scupien, Chairman
Finance Committee**

If there is a quorum of any other governmental body present at the meeting, the existence of the quorum shall not constitute a meeting as no action of such body is contemplated.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Judy Nagel, Langlade County Clerk, 800 Clermont Street, Antigo, Wisconsin 54409. Telephone (715) 627-6200.

Cc	Committee	Antigo Daily Journal
	Judy Nagel	Results Broadcasting
	Robin Stowe	Antigo Public Library
	Gary Olsen	Antigo Housing Authority
	Tammy Wilhelm	All County Department Heads
	Finance Department Staff	Information Services Staff
	Dave Solin	
	Ron Barger	

**April 7, 2017 Meeting Notes for
Finance/Information Services Committees Meeting**

- 6. Veteran's Department request for a Facebook page.**
The Veteran's Department has completed a request form to be allowed a Facebook page for their department. They would be responsible to keep the page updated. Per the County's policy, all social media pages require the permission of the Finance Committee before they can be implemented.
- 7. Request to increase the credit card limit for the Maintenance Director for projects.**
The Maintenance Director's current card limit is \$20,000. Due to the number of projects his department is working on, he has requested an increase to \$35,000. It is advantageous to the County to purchase as many items as possible through the credit card because of the rebate that is received. The Finance Committee will need to approve this increase.
- 8. Discuss request for additional funding for the Courthouse Parking Lot Capital Improvement Project.**
The Courthouse Parking Lot Capital Improvement Project (CIP) has a budget of \$65,000. The bids that were received were much greater than the budget. The Public Property Committee will be discussing this item at their April 3rd meeting, but if they decide to go ahead with the project they will need additional funding. The additional funding that could be needed is around \$24,275. This funding would need to come from the General Fund or there is some money available from past CIP projects that could be utilized.
- 9. Discuss overages in Social Services due to out of home placements and transferring funds from the risk reserve.**
After all of the receivables and past year expenditures were recorded in the Social Services fund, it was found that money was needed from the Risk Reserve to cover overages in out of home placement costs for juveniles. The total needed is \$185,259.25. This will leave \$270,286.33 in the Risk Reserve.
- 10. Resolution asking that Community Development Block Grant funding not be cut from the Federal budget.**
The proposed Federal budget eliminates the Community Development Block Grant (CDBG) funding in its entirety. This grant program is the one that Langlade County administers for the nine county region of Shawano, Menominee, Oconto, Oneida, Lincoln, Forest, Florence, and Vilas. The newest grant for the region totals \$2,007,065. The Northwoods Regional Housing Committee who oversees this grant for the region is requesting that a resolution be sent by each of the member counties requesting that these funds not be cut from the Federal budget.
- 11. Review 2018 budget plan.**
The Finance Department is updating the 2018 budget plan with the newest salary and fringe benefit information. This will be presented to the Committee at the meeting.
- 12. Finance Director's report regarding the finances of the County, and an update regarding the Information Services section of the department.**

 - a. Balance Sheet & Budget to Actual report
 - b. Self Funded Health Insurance balance is currently \$1,584,480.32.
 - c. CIP forms were sent to departments this week.
 - d. An update regarding the how the HR Interim Plan is operating will be given.
 - e. Update regarding the Staff Accountant position recruitment.
- 13. At approximately 9:30 a.m. consider moving into closed session pursuant to Section 19.85 (1)(c), Wis. Stats., to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises**

responsibility; to consider setting the compensation for the positions identified in the Interim Plan for Human Resources (Res. #23-2017) for the Interim Finance/IT/HR Director, Assistant Finance Director, Assistant HR Director positions, and Staff Accountant position (Res. #22-2017); and to consider compensation for assignment of temporary duties performed in the absence of the HR Director prior to implementation of the Interim Plan.

This closed session will be used to set the salaries for the positions that are impacted by the HR Interim Plan.

- 14. At approximately 10:00 a.m., return to open session with possible action taken on any matters discussed in closed session.**
- 15. Line item transfers.**
None at this time.
- 16. Computer equipment purchases.**
None at this time.
- 17. Approve grant requests.**
None at this time.
- 18. Verify date of next meeting.**
The next meeting is scheduled for May 5, 2017.