

Minutes of Lnglade County Finance/Information Services Committee Meeting

The meeting, in the Law Library of the Lnglade County Courthouse was called to order at 8:30 a.m., August 5th 2016 by Chairman Scupien.

Members Present: Don Scupien, Vern Cahak, Doug Nonnenmacher, Ron Nye, and Pete Pennington.

Members Absent: None

Others present: Gary Olsen, Alisha Resch, Tammy Wilhelm, Angie Schreiber, Dave Solin, Robert Zoretich, Lori Turney, Bernice Andraschko, Annette Randl, Jamie Musolff, and Nate Heuss.

Agenda Item #1 Call the meeting to order: The meeting was called to order at 8:30 a.m. by Chairman Scupien, and the Pledge of Allegiance was recited.

Agenda Item #4 Approve the minutes of the previous Finance meeting on July 8, 2016: A Motion was made by Pennington, second by Cahak to approve the minutes of the July 8, 2016 Finance Committee meetings, all ayes, motion carried.

Agenda Item #5 Recognition of others present and public comments on agenda items: The Committee recognized those in attendance.

Agenda Item #6 Presentation and request for funding from the Humane Society. Robert Zoretich (President of Humane Society Board), Jamie Musolff (Vice President of Board), Lori Turney (Treasurer), Bernice Andraschko, and Annette Randl from the Humane Society were present to discuss their funding request for 2017 with the committee. They are requesting \$7,500 for operating costs. Olsen shared some information from Robin Stowe regarding that the County has to enter into a contract with the Humane Society in order to give them funding. The committee requested they research licensing fees in surrounding counties and come back to present the information at the September committee meeting to see if raising licensing fees is an option.

Agenda Item #7 Discuss issue regarding Land Sale properties and consider looking at the Land Sale Policy. Tammy Wilhelm notified the committee that parcel #201-1524 was a land sale property that was auctioned off but the highest bidder has not paid the amount they bid on the auction site. The committee discussed how to move forward with selling the property. Motion by Pennington, second by Cahak, to relist the parcel on the Public Surplus Online auction site with a minimum bid requirement set at the County's incurred expenses amount, all ayes, motion carried.

Motion by Nye second by Pennington to change the Land Sale Property down payment verbiage under VI. Procedure for open bids (public auction) to "If the sale happens through the online auction site, a down payment will be required and any properties not paid in full within 10 days shall be eligible to be resold, or offered to the next highest bidder and the county will retain the down payment, " all ayes, motion carried.

Agenda Item #8 Review and approval of 2017 proposed budget and 2018 budget plan for the County Clerk, Treasurer, Finance and Information Services departments: Tammy Wilhelm distributed the 2017 Treasurer's budget. Motion by Pennington, second by Cahak to approve the proposed 2017 Treasurer budget and the 2018 Treasurer budget plan, all ayes, motion carried. Gary Olsen, in Judy Nagel's absence, distributed the 2017 County Clerk budget. Motion by Nye, second by Cahak to approve the proposed 2017 County Clerk budget and the 2018 County Clerk budget plan, all ayes, motion carried. Gary Olsen distributed the 2017 Finance and Information Services budgets. Motion by Cahak, second by Pennington, to approve the proposed 2017 Finance and Information Services budget and the 2018 Finance and Information Services budget plan, all ayes, motion carried.

Agenda Item #9 Discuss possible borrowing for the new Highway Building: Nate Heuss presented the costs expected with renovating and construction of the highway buildings. The ad hoc committee will be meeting August 9th to determine the scope and budget of the project. Motion by Nye, second by Pennington, to cap the project to \$1.5 million, all ayes, motion carried.

Agenda Item #10 Consider Referendum to help fund the proposed deputy positions: Motion by Pennington, second by Nonnenmacher to have Gary Olsen research the specifics on how to run a referendum in November 2016 for \$300,000 for proposed positions (2 Deputies and to cover the cost of the newly created dispatcher position). Amended motion by Nye, second by Nonnenmacher to have Gary Olsen research the specifics on how to run a referendum in November 2016 for up to \$400,000 for positions (2 deputies, dispatcher, Social Worker from PT to FT, Nurse from PT to FT), 4 ayes, 1 nay (Cahak) the amendment passed. Chairman Scupien then called the question on the original motion as amended, all ayes motion carried.

Agenda Item #11 Review Capital Improvement Projects (CIP) 2017 booklet.

Olsen brought forward a late CIP request from the Sheriff for funds to replace cameras in the jail that weren't planned to be replaced until a later date. There are cameras that are no longer under warranty and could be problematic. The cost for this project is \$35,000 and would be added to the 2017 CIP. Motion by Pennington, second by Scupien, to approve the purchase of additional cameras using \$10,000 from the Jail Assessment fund, \$25,000 from any excess funds in the Sheriff and Jail budget that can be carried forward and if there is not sufficient amounts to be carried forward, the needed funding would come from the General Fund, all ayes, motion carried.

Agenda Item #12 Request for funding to make part-time Social Worker position full-time: The Personnel and Executive Committees had approved making the part-time social worker position full-time as of 1/1/17. The Finance Committee had also approved funding for this position for 2017. The employee who currently holds the part-time position has resigned. Ron Barger is requesting that this position be made full-time immediately to make it easier to refill the position. The Finance Committee would need to approve funding for this position. Motion by Cahak, second by Pennington, to approve taking \$8,143, from the contingency fund to make the part-time Social Worker position full-time immediately versus waiting until 2017, all ayes, motion carried.

Agenda Item #13 Update regarding the 2017 budget process: Olsen updated the Committee on the 2017 budget stating the preliminary figures are \$123,741 over. Olsen distributed a memo laying out the projected tax levy and proposed plan on how to fund additional positions. The budget hearings are set for September 16, 2016 and September 19, 2016. This was for information only.

Agenda Item #14: Finance Director's report regarding the finances of the county, and an update regarding the Information Services section of the department: Olsen reviewed the budget to actual listing and balance sheet with the Committee. The current balance in the Self Funded Health Insurance account is \$1,644,380.

Agenda Item #15 Line item transfers: None at this time.

Agenda Item #16 Computer equipment purchases. None at this time.

Agenda Item #17 Approve Grant Requests: None at this time.

Agenda Item #18 Verify Date of Next Meeting: The next regular meeting will be at 8:30 a.m. September 9, 2016. Motion to adjourn the meeting at 11:25 a.m. made by Cahak, second by Nonnenmacher, all ayes, motion carried.

Respectfully submitted,
Alisha Resch
Recording Secretary