

Minutes of Langlade County Finance/Information Services Committee Meeting

The meeting, in the Law Library of the Langlade County Courthouse was called to order at 2:00 p.m., August 8, 2013 by Chairman Burns.

Members Present: Jerrold Burns, Bill Bostwick, Vern Cahak and Ron Nye.

Members Absent: Doug Nonnenmacher

Others present: Gary Olsen, Carlene Nagel, Erik Rantala, Chris Berry, Ann Meyer, Kathy Jacob, Josh Walker, Sheriff Greening, Robin Stowe, George Rock, Judy Peterson, Nate Heuss, and Tim Rusch

Agenda Item #1 Call the meeting to order: The meeting was called to order at 2:00 p.m. by Chairman Burns, and the Pledge of Allegiance was recited.

Agenda Item #3 Approve the minutes of the previous Finance meeting on July 5, 2013: A motion was made by Nye, seconded by Cahak, to approve the minutes of the July 5, 2013 Finance Committee meeting. 4 ayes, 1 absent, motion carried.

Agenda Item #4 Recognition of others present and public comments on agenda items: Chris Berry discussed potential changes to the local Economic Development Corporation's Revolving Loan Fund. This item will be added to the September Finance Committee agenda.

Agenda Item #5 Land Sales and authorization to pay per diem to William Bostwick for attending land sale auction: Duke Packard will be holding the land sale auction on August 8th at around 6:00 p.m. He has requested that a member of the Committee be at the auction. Willie volunteered to attend the auction. Committee action is needed to be able to pay him a per diem for attending the auction. Motion by Nye to authorize paying a per diem to William Bostwick for attending the land sale auction on August 8, 2013, second by Burns, 4 ayes, 1 absent, motion carried.

Agenda Item #6 Set up a Land Sales Task Force Committee: At the July Finance Committee meeting Robin Stowe suggested that a Land Sales Task Force Committee look at the possible solutions for the tax deed properties that are being taken by the County. Robin suggested that the Committee consist of himself, Ann Meyer, Kathy Jacob, Gary Olsen, the Mayor and City Administrator, Richard Parilek, representing the local townships, Chris Berry, and Ron Barger. Once this group comes up with procedures, they will bring their findings back to the Finance Committee for discussion and approval. No action was taken.

Agenda Item #7 Meet with White Lake Historical Society regarding 2014 funding request: George Rock, from the White Lake Historical Society, was present at the meeting to request \$1,000 for the Society for 2014. Motion by Nye, second by Bostwick, to preliminarily approve funding the White Lake Historical Society \$1,000 for archival purposes in 2014, 3 ayes, 1 no (Cahak), 1 absent, motion carried.

Agenda Item #8 Capital Improvement Projects (CIP) ranking and approval: The Committee ranked the 2014 Capital Improvement Projects. The ranked projects will be brought back to the September Committee meeting to determine the funding for the projects.

Agenda Item #9 Review and approve 2014 proposed budget and 2015 plan for the County Clerk, County Treasurer, Finance Department and Information Services: Motion by Nye, second by Bostwick to preliminarily approve the 2014 County Clerk budget and the 2015 plan, 4 ayes, 1 absent, motion carried. Motion by Nye, second by Cahak to preliminarily approve the 2014 County Treasurer budget and the 2015 plan, 4 ayes, 1 absent, motion carried. Motion by Bostwick, second by Burns to preliminarily approve the 2014 Finance Department budget and the 2015 plan and the 2014 Information Services budget and the 2015 plan, 4 ayes, 1 absent, motion carried.

Agenda Item #10 Request for smartphone upgrade: The Coroner has requested to upgrade his cell phone to a smartphone. The cost for the upgrade will be \$40 a month. The Coroner has worked this into his 2013, 2014 and 2015 budget. Motion by Nye, second by Bostwick, to approve the Coroner upgrading his cell phone to a smartphone, 4 ayes, 1 absent, motion carried.

Agenda Item #11 Renew audit and indirect cost contracts: Schenck and Associates were willing to freeze the audit cost at \$37,200 a year for the 2013, 2014 and 2015 audits. This amount is an increase of \$500 from 2012 to 2013. IVA has also agreed to continue to do the indirect cost audit for 2013, 2014, and 2015 at \$3,000. This cost did not change from 2012. Motion by Bostwick, second by Burns, to approve the contract with Schenck for the next three years, and to approve the indirect cost audit with IVA for 2013 to 2015, 4 ayes, 1 absent, motion carried.

Agenda Item #12 Approve purchase of Prostor infiniVault for AS400 WORM/Data Backup approved in the CIP plan: The Prostor infiniVault for the AS400 WORM/Data Backup was approved in the CIP plan for 2012. The amount approved was \$22,000. The Finance Committee has to approve the purchase as the oversight committee of this project. The final cost proposal is \$22,000. Motion by Nye, second by Burns, to approve the AS400 WORM backup at a cost of \$22,000, 4 ayes, 1 absent, motion carried.

Agenda Item #13 2014 budget process update: Olsen updated the committee on the 2014 budget process.

Agenda Item #14 Discuss Economic Conditions: The Committee discussed the state of economic conditions on the state and federal level.

Agenda Item #15 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 with the Committee. Olsen also distributed a copy of the Balance Sheet to the Committee. The current balance in the Self Funded Health Insurance account is \$1,255,460.09.

Agenda Item #16 Line Item Transfers: None at this time.

Agenda Item #17 Computer equipment purchases. None at this time.

Agenda Item #15 Approve Grant Requests: None at this time.

Agenda Item #16 Travel and Training Requests: None at this time.

Agenda Item #17 Verify Date of Next Meeting: The Committee will meet prior to County Board on Tuesday, August 20th at 8:30 a.m. The next regular meeting will be on Friday, September 6, 2013 at 9:00 a.m.

Motion to adjourn meeting at 4:11 p.m. made by Bostwick, second by Burns, 4 ayes, 1 absent, motion carried.

Respectfully submitted,
Carlene Nagel
Recording Secretary