

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 9:00 a.m., August 8, 2014 by Chairman Cahak.

Members Present: Willie Bostwick, Vern Cahak, Doug Nonnenmacher, Ron Nye and Don Scupien.

Members Absent: None

Others present: Gary Olsen, Carlene Nagel, Jim Jansen, Pete Pennington, Kim Van Hoof, Debi McGregor, Karen Hegranes, Ron Barger, Sheriff Greening, Erik Rantala, Dave Solin, Ann Meyer, and Kathy Jacob.

Agenda Item #1 Call the meeting to order: The meeting was called to order at 9:00 a.m. by Chairman Cahak, and the Pledge of Allegiance was recited.

Agenda Item #3 Approve the minutes of the previous Finance meetings on July 7, 2014: A motion was made by Nye, seconded by Scupien, to approve the minutes of the July 7, 2014 Finance Committee meeting, all ayes, motion carried.

Agenda Item #4 Recognition of others present and public comments on agenda items:
The Committee recognized those in attendance.

Agenda Item #5 Discuss budget for timber sales revenue: At last month's meeting, members of the Committee requested that this item be placed on the agenda. Erik Rantala, the Forest Administrator, was present to discuss with the Committee how to handle the accounting of the timber sales revenue. Gary Olsen distributed an analysis of timber sale revenue over the past 7 years. The 5 year average is 1,808,471 and the 7 year average is 1,780,311. Currently, Forestry budgets \$1,580,000 for timber sales revenue. Last year, with the purchase of the land, the Forestry Department agreed to pay back \$250,000 per year to the County's General Fund. Olsen suggests increasing the Forestry timber sales revenue by \$250,000, for a total timber sales revenue budget of \$1,830,000. This would guarantee the County \$250,000 each year to be earmarked to go back into the General Fund. The Committee also discussed taking action on any timber sales revenue received above and beyond the budgeted amount and whether or not that would stay in the Forestry budget or go back to the General Fund. Motion by Nonnenmacher to raise the timber sales revenue budget to \$1,830,000, with an offset of \$250,000 to be earmarked to the General Fund at year end for the land purchase, second by Bostwick, 3 ayes, 2 no (Nye and Scupien), motion carried.

Agenda Item #6 Request for County credit cards for Rick Dedeyne and Luke Williams from Forestry: Erik Rantala requested County credit cards for Foresters Rick Dedeyne and Luke Williams with limits of \$500 each. Motion by Bostwick, second by Nye to approve County credit cards for Rick Dedeyne and Luke Williams with a credit limit of \$500 each, all ayes, motion carried.

Agenda Item #7 Request to apply for the Brighter Futures Initiative funding for Social Services: The Department of Social Services is requesting permission to apply for the Brighter Futures Initiative funding. This funding is focusing on 12-21 year olds at risk of entering the child welfare system. Various community agencies have met to discuss the RFP grant proposal. These agencies included the Social Services and Health Department, Children's Hospital, UW

Extension, North Central Health Care and all 3 school districts in the County. The funding will be limited to only 10 counties for up to \$250,000. A lot of the collaboration between these agencies is being done already in the County. This group would like to establish a foundation to bring the collaboration together more. The funding could possibly create a position; however, the position would not be a County employee and would be hired by one of the other agencies involved in this collaboration. The group has discussed applying for up to \$150,000. Van Hoof believes there are some service gaps in the County that we could expand and have a positive impact on the youth. There would be a \$37,500 match requirement on a request of \$150,000. The match would be met by applying in-kind services from the agencies involved by using current wages already being paid. Motion by Scupien, second by Bostwick, to allow Social Services to move forward and apply for the Brighter Futures Initiative and if approved for the funding, Nye requested a report back to the committee in a year showing the results of having this funding, all ayes, motion carried.

Agenda Item #8 Request for funding to refill the Veteran's Service Office position early, while the person who is currently in the position is available to train: The current Veteran's Service Officer (CVSO), Dale Oatman, is planning to retire at the end of the year. The Veteran's Committee has been inquiring about refilling this position early, around the beginning of December, to allow Dale to train his replacement. There are not any funds available in the Veteran's budget for this, so they came to the Finance Committee to discuss where the funding would come from for this request. The Committee recommends allowing the new CVSO to train with Dale for 3-5 days and once the cost is calculated, this can be brought back to the Finance Committee for an approval to transfer the funds from the contingency account.

Agenda Item #9 Sheriff's Department request for funds to cover travel for court costs: Employees of the Sheriff's Department have been subpoenaed to testify in a court case involving a formal inmate. The court case will take place in Milwaukee and will take days to complete. The Sheriff's Department will be incurring costs for the employees who have been subpoenaed to testify and they do not have these funds in their budget. We will not know the total costs for this travel until it is finished. This was for informational only and will be brought back to the Committee once we know how this affects the Sheriff budget.

Agenda Item #10 Review and approve 2015 proposed budget and 2016 plan for the County Clerk, County Treasurer, Finance Department and Information Services: Motion by Nye, second by Scupien to preliminarily approve the 2015 County Clerk budget and the 2016 plan with the understanding that any balance remaining in election expenses will be carried forward to 2015, all ayes, motion carried. Motion by Nonnenmacher, second by Bostwick to preliminarily approve the 2015 County Treasurer budget and the 2016 plan, all ayes, motion carried. Motion by Nye, second by Nonnenmacher to preliminarily approve the 2015 Finance Department budget and the 2016 plan and the 2015 Information Services budget and the 2016 plan, all ayes, motion carried.

Agenda Item #11 Capital Improvement Projects (CIP) review ranking and approval: The scoring sheet for the Capital Improvement Projects (CIP) that were reviewed by the Committee in July was distributed, along with a listing of all five years of proposed CIP projects and a listing of how the funding would work for the 2015 requested projects. All of the CIP projects for 2015 would cost \$526,440. There is \$280,000 available to use in the CIP fund. The jail roof is the first priority and would cost \$235,000. The squad replacements and the aerial photos were also ranked as a high priority. Olsen recommends removing the \$25,000 for the storage building, because there is \$80,000 remaining for renovations. The County could also look at renting some of the storage building space to generate some revenue for future renovations. Olsen

discussed with Brad Henricks and Sheriff Greening to possibly wait until 2018 for the communications upgrade when we can borrow for CIP projects. If the carpet replacements are moved to 2016, the \$280,000 in the CIP fund could afford to pay for the jail roof replacement, phone lease, lighting projects, and ADA upgrades. The other items remaining would have to come from the General Fund. These projects are the patrol vehicles, aerial photography, snow plows for Maintenance, and the new scissor lift. The Committee would like more information regarding the scissor lift and requested this item be brought back in September.

Agenda Item #12 2015 budget update: Gary Olsen updated the Committee on the 2015 budget process. Olsen received a preliminary notice that sales tax is expected to increase by \$40,000 for Laclede County in 2015. Currently, we are about \$88,000 over our freeze number for 2015. The new construction rate should be published next week. This was informational only.

Agenda Item #13 Discuss Economic Conditions: The Committee discussed the current economic conditions.

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 with the Committee. Olsen also distributed a copy of the Balance Sheet to the Committee. Clerk of Court revenue is lower than anticipated for 2014. The current balance in the Self Funded Health Insurance account is \$1,489,562.35.

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 Friday, September 5, 2014 at 9:00 a.m.

Motion to adjourn meeting at 11:19 a.m. made by Nonnenmacher, second by Scupien, all ayes, motion carried.

Respectfully submitted,
Carlene Nagel
Recording Secretary