

Minutes of Langlade County Finance/Information Services Committee Meeting

The meeting, in the County Board Room of the Langlade County Safety Building was called to order at 9:00 a.m., December 7, 2015 by Chairman Cahak.

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

Members Absent: None

Others present: Gary Olsen, Carlene Nagel, Sheriff Greening, RJ Weitz, and Judy Nagel

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 meeting on November 11, 2015: A motion was made by Pennington, seconded by Scupien, to approve the minutes of the November 11, 2015 Finance Committee meetings, 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 Resolution to withdrawal from the Local Government Property Insurance Fund: With the passing of the 2015-2016 State Budget, the state ended the Local Government Property Insurance Fund. The County has always purchased our property insurance through this fund. The fund will continue through 2016, but the rates were increased high enough that it is more cost effective to switch carriers. The County Clerk's Office is suggesting that the County switch to the Wisconsin County Mutual Insurance Company (WCMIC) for property insurance. WCMIC has requested that a resolution be sent to them showing the County is no longer participating in the Local Government Property Insurance Fund. Motion by Nye, second by Pennington, to forward a resolution to County Board stating the County is no longer participating in the Local Government Property Insurance Fund effective 1/1/16, all ayes, motion carried.

Agenda Item #6 Request for a County purchasing card for the new part-time Social Worker: The Finance Committee approved all of the positions that are allowed purchasing cards earlier this year. The part-time Social Worker position is a new position that will require the Committee's approval for a purchasing card. Ron Barger, the Director of Health and Social Services, has requested that this position be granted a purchasing card with a limit of \$250. The Social Services Committee has approved this request. Motion by Scupien, second by Cahak, to approve a County purchasing card for the new part-time Social Worker with a credit limit of \$250, all ayes, motion carried.

Agenda Item #7 Request to purchase one (1) Tilt, Pan, and Zoom Camera for the Jail using Jail Assessment funds: The Public Safety Committee approved purchasing one (1) tilt, pan, and zoom camera to replace a camera in the Jail. The estimated cost for this purchase is \$1,491.96. The Sheriff would like to utilize Jail Assessment funds for this purchase. There is currently \$41,452 in Jail Assessment funds. Motion by Nye, second by Pennington, to approve purchasing one tilt, pan and zoom camera for the jail, using Jail Assessment funds, all ayes, motion carried.

Agenda Item #8 Request to write off stale dated checks from the Jail Commissary account from January 1, 2013 to December 31, 2013: The Sheriff's Department is requesting permission to write off stale dated checks from the Jail Commissary account totaling \$368.34. The checks were written between January 1, 2013 to December 31, 2013. Motion by Nonnenmacher, second by Pennington, to write off stale dated checks from the Jail Commissary account from January 1, 2013 to December 31, 2013, all ayes, motion carried.

Agenda Item #9 Request for additional funding for the replacement Loffler VoIP Dispatch Recording System Capital Improvement Project: The quote for the replacement Loffler VoIP Dispatch Recording System came in \$1,663 over the amount in the Capital Improvement Project (CIP) Plan. There is \$20,000 budgeted in the 2016 CIP for this project and the quote totaled \$21,663. There is money set aside in the CIP for communications that can be put towards this purchase, but the Finance Committee's approval will be needed to utilize that CIP funding. Motion by Scupien, second by Nye, to approve using \$1,663 that is set aside in the CIP for funding the communication project for the replacement Loffler VoIP Dispatch Recording System Capital Improvement Project, all ayes, motion carried.

Agenda Item #10 Discuss request for one-time payment for the Judicial Assistant for temporary work assignments due to the vacancy in the contracted position of Court Commissioner: The Personnel Committee approved a one-time payment of \$300 for the Judicial Assistant for temporary work assignments due to the vacancy in the contracted position of Court Commissioner. Finance Committee approval is also required for one-time payments. Motion by Scupien, second by Cahak, to approve a one-time payment of \$300 for the Judicial Assistant for temporary work assignments due to the vacancy in the contracted position of Court Commissioner, 3 ayes, 2 no (Pennington and Nye), motion carried. The Committee also requested that the Personnel Committee consider revisions to the policy regarding one-time payment for work assignments due to vacancies.

Agenda Item #11 2017 Budget/2016 Mid-Year Review Calendar: A copy of the proposed 2017 Budget/2016 Mid-Year Review Calendar was distributed to the Committee. Motion by Nye, second by Pennington, to approve the 2017 Budget/2016 Mid-Year Review Calendar, all ayes, motion carried.

Agenda Item #12: 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 \$1,650,726.72.

Agenda Item #13 Line item transfers: None at this time.

Agenda Item #14 Computer equipment purchases. None at this time.

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

Agenda Item #16 Verify Date of Next Meeting: The next regular meeting will be January 8, 2016 at 11:00 a.m.

Motion to adjourn the meeting at 9:48 a.m. made by Nye, second by Nonnenmacher, all ayes, motion carried.

Respectfully submitted,

Carlene Nagel

Recording Secretary