

## **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., January 10, 2014 by Vice Chairman Nye.

Members Present: Bill Bostwick, Vern Cahak, Doug Nonnenmacher, and Ron Nye.

Members Absent: Jerrold Burns

Others present: Gary Olsen, Carlene Nagel, Erik Rantala, Kaye Matucheski, Mark Desotell, Kim Van Hoof, Kathy Jacob, and Chris Berry.

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

Agenda Item #3 Approve the minutes of the previous Finance meetings on December 9, 2013: A motion was made by Cahak, seconded by Bostwick, to approve the minutes of the December 9, 2013 Finance Committee meeting, 4 ayes, 1 absent, motion carried.

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

Agenda Item #5 Finalize funding of Forestry land purchase: At the December Finance Committee meeting, the Committee discussed funding for the Forestry land purchase. The Committee took action to take the needed funding from the General Fund. Erik Rantala is waiting for the closing statement for the amount of miscellaneous fees and recording fees. Motion by Bostwick, second by Cahak, to approve the funding of the Forestry land purchase from the General Fund, not to exceed \$2,000,000, 4 ayes, 1 absent, motion carried.

Agenda Item #6 Discuss procedures for requests from the City of Antigo for potential tax deed property: After the potential issues that arouse regarding the City's request to acquire the Java Junction property from the County on tax deed, it has been proposed that the County have a procedure for any future requests pertaining to tax deed properties from the City. Kathy Jacob will send a list of the properties the County is taking on tax deed to the City in May. The Committee requested that the City obtain the approval from their City Council prior to asking the County for title to tax deed properties.

Agenda Item #7 Review for \$200 to help pay for an Economic Development 101 for Local Leaders seminar for County Board members to attend: Chris Berry was present to request funds to help pay for the cost to host an Economic Development 101 training for Local Leaders in Antigo. The cost for this training would be \$595. Berry would like the County to pay \$200 towards this training. County Board members would then be encouraged to attend. Motion by Bostwick, second by Cahak, to approve \$200 from the Contingency Account to pay for an Economic Development 101 training for Local Leaders for County Board members to attend, 4 ayes, 1 absent, motion carried.

Agenda Item #8 Request to apply for a Coordinated Services Team Initiative grant for Social Services: Kim Van Hoof requested permission to apply for a Coordinated Services Team Initiative grant. Counties may request an amount not to exceed \$62,123 of which 20% will need to be matching funds. The matching funds can be in-kind expenditures. The County must also agree to establish a Coordinating Committee that meets the requirements of State Statutes

46.56. Motion by Nonnenmacher, second by Bostwick, to approve Social Services applying for the Coordinated Services Team Initiative grant, 4 ayes, 1 absent, motion carried.

Agenda Item #9 Request for a credit card for the new Social Worker Jill Mattek-Nelson in Social Services: The Social Services Committee approved a credit card with a \$250 limit for the new Social Worker, Jill Mattek-Nelson. Motion by Cahak, second by Nonnenmacher, to approve a credit card for Jill Mattek-Nelson with a credit limit of \$250, 4 ayes, 1 absent, motion carried.

Agenda Item #10 2013 Budget overages for departments: Gary Olsen distributed the preliminary 2013 budget overages for the Committee meeting. The General Fund Revenue is short for 2013 due to low interest income and sales tax revenue. Circuit Court will be over budget due to jury fees. Misc. Health & Human Services is short on revenue from DHS. Social Services will be over budget due to substitute care costs but their overage will be transferred from their Risk Reserve. The County does not close the books until the beginning of February once all 2013 expenses are paid. This was informational only.

Agenda Item #11 Executive Committee resolution to transfer money from the General Fund for 2014 employee COLA increases: Executive Committee has approved a .5% COLA increase for 2014 for County employees. \$31,404 will be the total cost for the .5% increase. Motion by Nonnenmacher, second by Nye, to approve funding a .5% COLA increase for employees for 2014 from the General Fund and to forward the resolution to County Board, 4 ayes, 1 absent, motion carried.

Agenda Item #12 Social Services request for one time payment for Scott Jensema: Kim Van Hoof requested a onetime payment to Scott Jensema. He is the new CFS Coordinator but he is still carrying the pager through March until the new social worker can then carry the pager. This onetime payment of \$570 will be for compensation for carrying the pager. There is money in the budget for pager pay. Motion by Bostwick, second by Cahak, to approve a onetime payment of \$570 to Scott Jensema, 4 ayes, 1 absent, motion carried.

Agenda Item #13 Social Services County cell phone request: Two employees at Social Services are requesting to carry County cell phones rather than to use their personal cell phones. Motion by Nonnenmacher, second by Cahak, to approve the 2 new cell phones for the social worker positions at Social Services, and to discontinue offering a choice to new County employees of using personal cell phones and receiving the \$10 monthly payment, 4 ayes, 1 absent, motion carried.

Agenda Item #14 Discuss Economic Conditions: Nothing was discussed at this time.

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 \$1,335,341.44.

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

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

Agenda Item #18 Approve Grant Requests: None at this time.

Agenda Item #19 Travel and Training Requests: Motion by Nonnenmacher, second by Cahak, to approve Gary Olsen and Carlene Nagel to attend three WGFOA conferences in 2014, 4 ayes, 1 absent, motion carried.

Agenda Item #20 Verify Date of Next Meeting: The next regular meeting will be February 7, 2014 at 9:00 a.m.

Motion to adjourn meeting at 10:23 a.m. made by Nonnenmacher, second by Bostwick, 4 ayes, 1 absent, motion carried.

Respectfully submitted,  
Carlene Nagel  
Recording Secretary