

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 1:30 p.m., January 7, 2011 by Chairman Bornemann.

Members Present: George Bornemann, Jerrold Burns, Ron Nye, Judy Karpf, Dave Solin, and TAGG member Natasha Powell.

Members Absent: none

Others present: Gary Olsen, Carlene Nagel, Kathy Jacob, Sheriff Greening, Keith Wolf and Tom Madsen.

Agenda Item #1 Call the meeting to order: The meeting was called to order at 1:30 p.m. by Chairman Bornemann.

Agenda Item #2 Approve the minutes of the previous Finance meetings on December 6, 2010: A motion was made by Solin to approve the minutes of the December 6, 2010 Finance Committee meeting, second by Nye, all ayes, motion carried.

Agenda Item #3 Discuss and approve updated land sale list: Kathy Jacob opened two bids that she received. Parcel # 201-0366 was advertised for \$7,500. Jacob received a bid for \$7,750 and a cashiers check \$1,550. Parcel #201-0366.001 was advertised for \$1,000. Jacob received a bid for \$1,050 and a cashiers check \$210. Motion by Burns to approve the sales and to accept the bids received pending the approved parcel change with the City, second by Karpf, all ayes, motion carried. A piece of property in the Town of Wolf River was discussed as a possible sale to an adjacent owner. Sheriff Greening has a proposal from Les Barske for plans of a storage building measuring approximately 68 x 110 and the Sheriff intends to acquire more proposals. The original estimate from Les Barske was \$181,777.41 which did not include plumbing for a bathroom. The Sheriff called McKenna's regarding their warehouse that is for sale and Geno stated it is still for sale and listed at \$175,000. The Sheriff will take this information to the Public Safety Committee. The Finance Committee still has the property on the land sale listing that the Sheriff would like to build the storage building on. Informational only.

Item #4 Request to transfer donated Aging funds to ADRC: The Aging Commission approved the transfer of \$5,332.69 of donated funds to the ADRC. The donated funds are from the Aging Oak Memorial Fund \$1,924.96, Northern Wisconsin Education Council \$413.74, Special Friend Account \$295.20, Fall Health Fest \$1,998.79, and a donation from Wal Mart of \$700. Motion by Burns, second by Solin, to approve transferring donated Aging funds to the ADRC and require the funds be spent on programs in Langlade County, all ayes, motion carried.

Agenda Item #5 Request for credit card for new Maintenance Employee: Dewey Chrudimsky is the new Maintenance employee. John Holup has requested a credit card for Dewey with a \$250 limit. Motion by Solin, second by Nye, to approve a credit card for Dewey Chrudimsky with a credit limit of \$250, all ayes, motion carried.

Agenda Item #6 Request for funding for balancing of the Jail HVAC system: The Public Property Committee approved the re-balancing of the Jail HVAC system. The cost to re-balance the system is \$8,000. Resolution 4-2003 set aside funds for the Jail HVAC, due to all

the problems with the system. There is currently \$66,346.02 left in that fund. The re-balancing costs can come from this fund. This item is being tabled until Public Property has taken action.

Agenda Item #7 Request to transfer the COP risk reserve to North Central Health Care: The County currently has \$67,967.04 in the COP Risk reserve account. These funds can only be used for LTS expenses. Because the County went with Family Care on 1/1/11, these funds can either be sent back to the State, or transferred to North Central Health Care Center to be used for specific programs. Social Services would like to transfer these funds to the new COP lead agency, North Central Health Care, and it will be used as match for Langlade County's mental health services. Motion by Karpf to transfer the reserve plus any additional interest to North Central Care, second by Burns, all ayes, motion carried.

Agenda Item #8 Request to negotiate a lump sum payment for Juvenile Detention invoices: The Finance Department received a request from one of the people who have a large invoice for Juvenile Detention asking to have the amount decreased. Per the new Accounts Receivable policy, the County can reduce the amount owed, with the approval of the Finance Committee. Gary had the customer fill out a Statement of Income, Assets, Debts and Living Expenses. The customer's original invoice was \$15,825 but one half will now be invoiced to the father. Customer is willing to pay \$5,000 upfront to settle the debt. Finance will have to write off the balance of \$2,912.50. Motion by Burns, second by Solin to accept \$5,000 from the customer by April 7, 2011 and write off the balance of \$2,912.50, all ayes, motion carried.

Agenda Item #9 Requested change to the cell phone contract: The Finance Department is requesting that the two cell phones issued to the transportation agency and the one cell phone issued to the Aging Department be transferred to the IS/Finance Department. Gary Olsen is also requesting that the Blackberry feature for sending and receiving emails be added to these phones. The cost is \$39.95/month per phone and funding is available in the IS/Finance Department budgets. The change to the cell phone contract was approved by the Public Property Committee. Motion by Nye, second by Burns, to approve the cell phone change, all ayes, motion carried.

Agenda Item #10 Review County Department 2010 budgets, and take action regarding overages: A listing of the County Department's 2010 budget to actual report was distributed at the Committee meeting. There are currently a couple of departments who are close to going over budget. County Clerk's budget might go over due to elections expenses. Child Support will also be close to their budget although they still have revenue to come in for 2010. Victim Witness also has 2010 revenue yet to be recorded. The Department on Aging might also go over due to employee payouts from the ADRC/Family Care transition. This was for information only. Olsen will bring back final budgets in March.

Agenda Item #11 Purchasing computer software and hardware for departments: None at this time.

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 distributed a copy of the Balance Sheet and a Budget to Actual report to the Committee. The current balance in the Self Funded Health Insurance account is \$2,593,224.69. The Contingency balance is currently \$42,361.05.

Agenda Item #13 Line Item Transfers: None at this time

Agenda Item #14 Travel and Training Requests: None at this time.

Agenda Item #15 Comp time report: The comp time report was distributed to the committee.

Agenda Item #16 Review and approve payment of bills: Motion by Burns and second by Karpf to approve the Finance Director's report, comp time report, and payment of bills, all ayes, motion carried.

Agenda Item #17 Verify Date of Next Meeting: The next meeting will be on Friday, February 4, 2011 at 2:00 p.m.

Motion to adjourn meeting at 2:40 p.m. made by Nye, second by Solin, all ayes, motion carried.

Respectfully submitted,
Carlene Nagel
Recording Secretary