

Minutes of Langlede County Finance/Information Services Committee Meeting

The meeting, in the Law Library of the Langlede County Courthouse was called to order at 2:00 p.m., March 12, 2012 by Chairman Bornemann.

Members Present: George Bornemann, Dave Solin, Jerrold Burns, Ron Nye arrived at 2:10 p.m., Judy Karpf arrived at 2:10 p.m.

Members Absent:

Others present: Gary Olsen, Duke Packard, Ann Meyer, Kathy Jacob, Bill Bostwick, Kim Van Hoof, Becky Frisch, Gary Bartz, Carrie Miller, Geoff Gadow, Robin Stowe, and Michael Klimoski

Agenda Item #1 Call the meeting to order: The meeting was called to order at 2:00 p.m. by Chairman Bornemann.

Agenda Item #2 Approve the minutes of the previous Finance meeting on February 13, 2012: A motion was made by Burns to approve the minutes of the February 13, 2012 Finance Committee meeting, second by Solin, all ayes, motion carried.

Agenda Item #3 Abandoned Rail right of Way issue: Robin Stowe re-familiarized the Committee regarding the interests in an abandoned railroad right-of-way (ROA) that were transferred to Langlede County that are located by property owned by Dena Peters, Brent Hipke, and the DNR. It is important to note that the County is not certain of the exact location of these abandoned ROAs, meaning that the County is not certain where the County's interest lies over these properties. Previously, the Land Sales Committee decided that it would transfer the County's interests to the property owners once these landowners reached an agreement with the DNR for an easement to allow the public to walk across a portion of their property in order to access adjacent State-owned lands. Stowe explained that years ago the County would attach a public easement to tax deeded properties. Since these easements affected the marketability of properties, it was not uncommon for landowners to approach the Land Sales Committee seeking the transfer of these encumbrances back to the original estate. Consequently, the Land Sales Committee adopted a procedure to deal with these requests. If the DNR and the landowners are unable to reach an agreement regarding an easement, the Land Sales Committee may wish to consider transferring the ROAs back to the original estate. Basically, the Committee would be considering the value to the County of retaining an interest (the location of which is not certain) versus the value of transferring this interest back to the original estate (i.e., enhancing a property's value and marketability). The Committee may be concerned about giving up public access where no other such access exists to adjacent public lands - but according to Mike Klimoski, there exists a variety of access points to the adjacent State forest lands without requiring easements from either Hipke or Peters. Gary Bartz from the DNR was present and stated that he had worked out an agreement with the land owners for an easement on their properties that would allow access to the State-owned land. Bartz had easement documents drafted and presented them to the Committee saying he contacted each landowner; Dena Peters and Gary Hipke. According to Bartz, both were agreeable to the easement drafted. Motion by Burns, second by Nye to relinquish interest in these three parcels, to the adjacent landowners, pending easements being signed and recorded, all ayes, motion carried.

Agenda Item #4 Discuss selling tax deed properties via live auction: Duke Packard was at the committee meeting to discuss the possibility of selling the tax deed properties via live auction.

Mr. Packard explained the process of live auction, online auction sales, and how the fees are paid for these auctions. Bornemann asked Stowe what statutes exist in relation to the process of selling properties. Stowe will check into this. The auction process may spur more interest, and allow the County to better market properties. Item held in committee, and will be looked at following Robin's findings.

Agenda Item #5 Discuss excess borrowed funds from the Wood Technology Project: The first grant payment has arrived for the Wood Technology Project. There is currently \$393,452.14 in cash remaining from this project. There is another anticipated grant payment of \$547,144.67 that should come sometime this year. The Committee discussed the options available for these funds. If the Committee wants to pay off some of the Wood Technology loan, they would need to send a written notice to the Commissioners of Public Lands by August 31, 2012. The written notice must be received thirty days prior to August 31st, and would require County Board approval. If this notice is not sent by the end of August, then the Board would need to wait until January 2013 to pay off any of the principal of this loan. These funds could also be used for existing Capital Improvement Projects, if approved by the Board. The Committee wanted to wait to see when the remaining funds might be received to discuss this issue further.

Agenda Item #6 Discuss Gresch Tower project costs: The Gresch Tower is in need of replacement. There was a possibility of requesting some of the excess Wood Technology funding to replace the Gresch Tower, but Brad Henricks found that we could get the repeater placed on the existing Cellcom tower on Sugarbush Road and that could potentially be at a minimal or no cost to Langlade County. Becky Frisch talked about the requirements of towers within the county. The Langlade Hospital also uses the Gresch Tower and may need to continue using it. Becky said we should put language in any agreement that if an entity wants to use the old towers, that they need to be properly maintained, and when abandoned, they would need to be dismantled properly according to specific guidelines. The Public Safety Committee will be making a decision regarding this issue in the next couple of months. If the Public Safety Committee decides to keep the Gresch Tower, the Finance Committee will need to find funding for the project.

Agenda Item #7 Approve use of Risk Reserve for Social Services In Home team for 2012: Last year the Finance and Social Services Committee approved the use of \$120,000 for Social Services to contract with Lutheran Social Services for an In Home team to help keep out of home juvenile costs down. The funding for this contract came from the Risk Reserve account. The contract runs from May 2011 to June 2012. Geoff Gadow discussed the trend in DSS, maintaining children in homes, and the costs associated with in home vs. out of home placements. An estimated \$140,000 was saved in 2011 because of keeping children in their homes. Kim Van Hoof said from June 1-December 31, \$87,500 would be needed to continue contracting with Lutheran Social Services for the In-Home team, and funding for this contract would need to come from the Risk Reserve. For this contract to continue into 2013, the amount would need to be added to the budget. Judy Karpf suggested that the Department of Social Services consider having a Plan B if the funds cannot be found for the budget for 2013. Motion by Karpf second by Solin to approve funding \$87,500 from the risk reserve to continue the In-Home team for 2012, all ayes, motion carried.

Agenda Item #8 Write off stale dated checks: The Treasurer, Ann Meyer, requested permission to write off five stale dated checks totaling \$81.06. Motion by Nye, second by Karpf to write off stale dated checks as presented, all ayes, motion carried.

Agenda Item #9 Approve carry forward requests: A listing of the carry forward requests was distributed at the meeting. . Motion by Nye, second by Burns to approve carry-forwards and present to County Board. See attached.

Agenda Item #10 Approve transfer from Risk Reserve for Social Services 2011 budget: The Finance and Social Service Committees will need to authorize a transfer from the Risk Reserve the budget overage for out of home placements for 2011. Motion by Solin, second by Burns to move \$126,899 from Risk Reserve for the FY2011 DSS budget, all ayes, motion carried.

Agenda Item #11 Review 2011 department budgets and approve transfers from the Contingency Account for departments who were over budget: A budget to actual report for 2011 was distributed at the meeting. Everyone made their budget except for DSS, who will receive the funding as approved in Agenda Item 10.

Agenda Item #12 Purchasing computer software and hardware for departments: Becky Frisch asked to purchase some software service for Duff Leaver, who contracts with Langlade County for UDC. This computer service would help track inspections and provide reports. The Land Records and Regulation Committee approved this purchase, per funding approval. Nye made a motion, second by Karpf, to use the Contingency fund for Becky's software purchase, if necessary, all ayes, motion carried. Olsen reported that the polycom video conferencing equipment for the Courtroom was not working and needs replacement; Olsen brought quotes to the committee. Motion made by Burns, second by Solin to purchase new video conferencing equipment for a total of \$7,239 from contingency, and send a resolution to the County Board, all ayes, motion carried.

Agenda Item #13 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 \$1,642,466.34. William Bostwick inquired on the County's investment strategy. This item will be on the Finance Committee's May agenda. Motion by Solin, second by Karpf, to accept the Finance Director's report, all ayes, motion carried.

Agenda Item #14 Line Item Transfers: None at this time.

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

Agenda Item #16 Travel and Training Requests: A member of the Finance Staff to attend the Purchasing Card User Group Conference on March 26, 2012 in Waukesha. Cost will be mileage, lodging, and meals. Motion by Burns, second by Karpf to approve travel and training all ayes, motion carried.

Agenda Item #17 Review and approve payment of bills: Motion by Burns and second by Karpf to approve the payment of bills, all ayes, motion carried.

Agenda Item #18 Verify Date of Next Meeting: The next meeting will tentatively be on Monday, April 9, 2012 at 2:00 p.m.

Motion to adjourn meeting at 4:00 p.m. made by Solin, second by Burns, all ayes, motion carried.

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Respectfully submitted,
Pam Resch
Recording Secretary