

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., October 11, 2013 by Chairman Burns.

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

Members Absent: None

Others present: Gary Olsen, Carlene Nagel, Robin Stowe, Ann Meyer, Kathy Jacob and Mark Desotell.

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

Agenda Item #3 Approve the minutes of the previous Finance meetings on September 19th and 20th, 2013: A motion was made by Cahak, seconded by Nye, to approve the minutes of the September 19th and 20th, 2013 Finance Committee meetings, all ayes, motion carried.

Agenda Item #4 Recognition of others present and public comments on agenda items: None at this time.

Agenda Item #5 Take action regarding Land Sales re: Java Junction property: This item was discussed at the September committee meeting. The Java Junction, a commercial property on Fifth Avenue, was acquired by tax deed. The property was sold on the online land sales auction but the bidder never paid for the property. The City has requested that the County turn this property over to them to allow the City to repurpose the property and get it back on the tax roll. The City would agree to pay the County for any proceeds that are made on the sale of the property. Motion by Bostwick, second by Nye, to give the property to the City with the conditions of indemnification, held harmless, and any proceeds returned to the County, all ayes, motion carried. At the next Finance Committee meeting the Committee will review the potential land sale properties on Fifth Avenue.

Agenda Item #6 Request to pay half the advertising costs for 2013 Land Sales: Duke Packard was present at the previous meeting and discussed with the Committee his concerns about the advertising costs he has incurred for the Land Sale auctions. Motion by Nonnenmacher, second by Bostwick, to deny reimbursing North Central Sales for advertising costs for this past auction, all ayes, motion carried.

Agenda Item #7 Request to purchase new survey software for the Surveyor: Dave Tlusty is requesting permission to purchase new survey software. The new software will cost \$1,500 and there will be a cost of \$159 annually for maintenance. The software also comes with a free full version of ArcGIS desktop which is valued at \$1,500. Motion by Nonnenmacher, second by Nye, to approve purchasing the new survey software with funds from the Springbrook Watershed/DATCP funds, all ayes, motion carried.

Agenda Item #8 Request for a credit card for the new Social Worker, Ashley Yang, with a limit of \$250: The Social Services Committee approved a credit card for the new Social Worker, Ashley Yang, with a credit limit of \$250. Motion by Nonnenmacher, second by Nye, to approve a credit card for Ashley Yang with a credit limit of \$250, all ayes, motion carried.

Agenda Item #9 Request to write off four CDBG housing loans due to foreclosures: The Housing Authority sent a request to write off four CDBG housing loans due to foreclosures. The loans are as follows: Donald Fox \$4,703, John & Deborah Pahnke \$13,471, Jesse & Pamela Roettger \$15,000 and Frederick Woodward \$9,922. Motion by Bostwick, second by Nonnenmacher, to approve writing off the four CDBG housing loans due to foreclosures for a total of \$43,096, all ayes, motion carried.

Agenda Item #10 2014 budget process update: Olsen updated the Committee regarding the 2014 budget. The budget books have been disbursed to the County Board Supervisors. The Budget meeting will be October 22, 2013.

Agenda Item #11 Discuss 2015 budget plan: Olsen gave the committee the current 2015 budget plan. Olsen estimates that we will be able to increase our budget by \$25,000 which makes us about \$60,000 under budget in the 2015 plan. There were \$68,000 in budget reductions that were made by departments. This means that the Finance Committee can consider reinstating these reductions back into the department budgets when the 2015 plan is completed next year. Olsen warned the Committee that any new funding requests by departments will require the Committee to find additional budget money. This was informational only.

Agenda Item #12 Discuss Economic Conditions: The Committee discussed the Federal government shutdown.

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 updated the Committee on our progress in the Northwood's CDBG program. Gary and Carlene have completed the CDBG implementation training and are certified to administer the CDBG program. The County's CDBG Administrator, GAI Consultants, is now sending out applications to residents that have inquired about the program in our region. 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 \$1,290,742.30.

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

Agenda Item #17 Computer equipment purchases. Olsen is requesting to purchase another iPad to be used as a loaner for departments to check out. The cost of this purchase would be \$497 for the iPad and \$73 for the keyboard and case. The funding for this purchase would come from the Computer Replacement Fund. Motion by Nonnenmacher, second by Burns, to approve purchasing an iPad to be used as a loaner for departments to check out, with funding coming from the Computer Replacement Fund, all ayes, motion carried.

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

Agenda Item #16 Travel and Training Requests: None at this time.

Agenda Item #17 Verify Date of Next Meeting: The next regular meeting will be November 8, 2013 at 9:00 a.m.

Motion to adjourn meeting at 10:28 p.m. made by Nye, second by Burns, all ayes, motion carried.

Respectfully submitted,
Carlene Nagel
Recording Secretary