

## **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., September 6, 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, Ann Meyer, Duke Packard, Josh Walker, Kim Van Hoof, Sheriff Greening, Chris Berry, and Nate Heuss

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 meeting on August 8<sup>th</sup> and 20<sup>th</sup>, 2013: A motion was made by Cahak, seconded by Bostwick, to approve the minutes of the August 8<sup>th</sup> and 20<sup>th</sup>, 2013 Finance Committee meetings, all ayes, motion carried.

Agenda Item #4 Recognition of others present and public comments on agenda items: Burns shared a letter the County received recognizing Gary Olsen's time volunteering at Scout Camp and thanked him for his time.

Agenda Item #5 Meet with Duke Packard regarding land sales: Duke Packard held the land sale auction on August 8<sup>th</sup>. Duke was present to discuss the Committees opinion on how the land sale auction went. Duke will send the County \$1,236 from selling the salvaged items from the County properties. At the next Finance Committee meeting, the Committee will need to discuss reimbursing Duke for advertising costs he incurred with the land sales auction. Motion by Bostwick, second by Cahak, for parcel #201-0382 (Java Junction) to be brought back to the next Finance Committee meeting, if the buyer does not pay, and invite the parties interested in the property to the next meeting, all ayes, motion carried.

Agenda Item #6 Meet with Chris Berry regarding the Revolving Loan Fund program: Chris Berry was at the August meeting to discuss the possible changes with the State regarding the revolving loan fund program. The State is now going to allow the County to select the best revolving loan fund option for the community. Chris believes the best option for the County is to defederalize the Economic Development funds. Another option is for the County to regionalize with Oneida County, Oconto County and Florence County. The third option is for the County to take the funds back from the Economic Development Corporation and for the County to administer the funds. Chris discussed these options with the Committee and will continue to update the Finance Committee as she begins discussions with the Economic Development Board. This was informational only.

Agenda Item #7 Grant request for Social Services, and permission to utilize grant funds for smart board purchase for the Board Room at the Health Care Center: Kim Van Hoof is looking at a new grant opportunity for the Children and Families Unit. The grant is a post reunification grant that would be available to Social Services beginning in 2014 to provide services to families where the children are reunified with their parents. The grant funds up to \$1,100 per child per month. The grant has a ratio requirement of 3:1 in the second year. For every 3 children

served and funded with state funds, the County must serve 1 child with County funds. Motion by Bostwick, second by Cahak, to allow Social Services to apply for the post reunification grant funding, all ayes, motion carried. Kim is also requesting that \$8,726 of the Affordable Care Act funds be used to purchase a smart board for the Health Service Center Board Room for training Income Maintenance workers. This is an appropriate use of the funds. There are \$130,520 in funds available for 2013 and an additional \$144,968 in funding for 2014. Motion by Nonnenmacher, second by Bostwick, to approve the purchase of a smart board for the Health Service Center Board Room, using Affordable Care Act funding, all ayes, motion carried.

Agenda Item #8 Finalize 2014 Capital Improvement Program funding and five year plan: The Committee ranked the 2014 Capital Improvement Program projects at the August meeting. Due to the County's plans for purchasing the Forestry land, some of the CIP projects will need to be delayed or the County can borrow to fund the CIP projects. All of the County's debt will be repaid in 2018. If the County waits to borrow until 2019, the taxpayer will see minimal impact to their taxes for the borrowing. The ramifications of prolonging the CIP projects need to be considered. Josh Walker was present to discuss prolonging the Airport CIP projects. Postponing the taxi way project is a safety concern for the Airport but Walker believes it is potentially feasible to do the runway project at the same time when the runway is resurfaced but that creates a larger project at one time. Olsen recommends postponing designing the runway project until 2017 and borrowing in 2018 to construct the runway project and resurface the other runway. Refurbishing the T-hangar floors will also be moved from 2016 to 2018. The purchase of a new tractor and mower for the Airport will be moved to 2014 from 2015. Nate Heuss was present to discuss the Maintenance Department's CIP projects. The project list for 2014 includes \$55,000 for security improvements in the Clerk of Courts. Motion by Nonnenmacher, second by Nye, to reduce the security improvement project in the Clerk of Courts office to \$35,000, 3 ayes, 2 no (Cahak and Burns), motion carried. The 2014 lighting improvements in the County buildings of \$10,000 will be funded by carrying forward unspent 2013 funds, due to a Focus on Energy rebate that the County received. The Sheriff discussed his CIP projects. He believes the patrol vehicle replacement every year is necessary but did agree to postpone the communication upgrade. Olsen will work with Brad Henricks to get a realistic cost and year that this upgrade should be completed. The Information Services project of an email archiving system will be purchased from the computer replacement fund. Olsen recommends moving the MS Exchange Server/Licensing/Email & Calendar Conversion from 2014 to 2017. The total cost to do the 2014 CIP projects is \$222,000. Motion to approve the revised CIP project list and to fund the 2014 CIP projects of \$222,000 from the general fund by Bostwick, second by Nye, all ayes, motion carried.

Agenda Item #9 Discuss suggested rule change regarding investments: Willie had prepared a resolution that would change the Board Rules related to the duties of the Finance Committee. He would like to remove the duties of the Finance Committee overseeing the investments, and put this duty back onto the full Board. After discussion, the Committee feels overseeing the investments should stay with the Finance Committee. Willie shared a video with the Finance Committee regarding banking and will request from the County Board Chair to show the video at the next County Board meeting. No action was taken.

Agenda Item #10 2014 budget process update: Olsen updated the Committee regarding the 2014 budget. Currently the 2014 budget is over budget by \$450, but he feels that there are places to adjust the budget to be able to fund all the priorities that were passed by the County Board. The Social Services vacant Supervisor position is the first priority. At the September Personnel committee, a union matrix was approved. There is a cost of about \$20,000 to implement the union matrix in 2013. The additional cost will be the second priority in the 2014

budget process. Olsen updated the Committee regarding a loss in funding from DHS due to the Family Care transition. The State transferred this funding from Social Services to North Central Health Care. This might impact the 2014 and 2015 budget. Olsen will be discussing this funding transfer with North Central Health Care and how it will impact their future funding from the County.

Agenda Item #11 Discuss Economic Conditions: The Committee discussed this under Item #9.

Agenda Item #12 Finance Director's report regarding the finances of the county, and an update regarding the Information Services section of the department: The Wisconsin Taxpayer Alliance bulletin listed counties with the largest increase/decrease tax levy for 2013. Langlade County is listed at #5 in the state for the largest decrease. 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 \$1,253,008.40.

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

Agenda Item #17 Computer equipment purchases. A second monitor is needed at the scanning desk in Social Services. They have grant funds to cover purchasing the monitor. Motion by Nonnemacher, second by Burns, to approve purchasing a second monitor for Social Services from grant funds, 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 budget hearings will be Thursday, September 19, 2013 at 8:30 a.m. and Friday, September 20, 2013 at 8:30 a.m. The next regular meeting will be October 11, 2013 at 9:00 a.m.

Motion to adjourn meeting at 11:59 p.m. made by Nonnenmacher, second by Burns, all ayes, motion carried.

Respectfully submitted,  
Carlene Nagel  
Recording Secretary