

**JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS &  
EMPLOYEE SERVICES COMMITTEE  
September 27, 2018  
Minutes**

**Committee members present:** Robb Jensen, Ted Cushing, Bob Mott and Billy Fried.

**Committee members absent:** Dave Hintz

**Call to order:** Vice Chair Ted Cushing called the meeting to order at 10:00 a.m. in Committee Room 2 of the Oneida County Courthouse. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible.

**Approve agenda:** Motion by Jensen/Mott to approve today's agenda with the order of items at the Vice Chair's discretion. All aye; motion carried.

**Approve minutes:** Motion by Fried/Cushing to approve the minutes of 9/11/2018. All aye; motion carried.

**Out-of-state / out-of-county travel request(s):**

Blanket travel request from the Treasurer's Office

Tara Ostermann – Treasurer's Office – Vilas County, October 18, 2018, Fall

Wisconsin County Treasurer's Association Conference – Motion by Jensen/Cushing to approve the Out of County requests as presented with the blanket travel request to continue through 2019. All aye; motion carried.

**Vouchers, reports, purchase orders, line item transfers and updates:**

Treasurer

- Motion by Jensen/Cushing to approve the Treasurer's vouchers as presented. All aye; motion carried.
- Treasurers In REM Payment Policy – Tara Ostermann presented an updated In REM payment policy and explained the changes to the policy. Motion by Jensen/Mott to adopt the policy regarding In REM Payment as presented. All aye; motion carried.

**Funding for additional hours for Zoning Technician** – Planning and Zoning is asking for an additional 250 hours for the Zoning Technician. This is due to the vacancy that is currently in their department and the funding will be coming from vacancy dollars. Discussion regarding the need for this position and the funding. Motion by Cushing/Fried to approve the additional hours for the Zoning Technician and forward it onto the Labor Relations for their review in the amount of \$7320.00 to come from vacancy dollars. Discussion regarding the need for the position. All aye; motion carried.

## **Vouchers, reports, purchase orders, line item transfers and updates:**

### Finance

- Smith presented a line item transfer for the balance of Planning and Zonings mining ordinance legal fees – Motion by Jensen/Fried to approve the line item transfer as presented. All aye; motion carried.
- Resolution for 2018 Budget Transfers – Motion by Jensen/Fried to approve the resolution for 2018 Budget Transfers and forward onto the full county board for their review as a consent agenda item. All aye; motion carried.
- 2019 Contingency Budget – Smith presented and explained the 2019 Contingency Budget that will be brought before the committee next week at budget hearings. Discussion regarding new positions and budgeted amounts.

### ITS

- Rhodes gave an explanation of the vouchers presented. Motion by Cushing/Mott to approve the ITS bills as presented. All aye; motion carried.

### County Clerk

- Motion by Mott/Fried to accept the County Clerk's vouchers as presented. All aye; motion carried.

**Closeout Capital Improvement Program Project Line Item Transfer:** Smith stated that the Sheriff's Office radio project has been completed and needs to be closed out. The project was budgeted at \$175,000 and was completed for \$155,586 which means there was \$19,414 was returned to the capital improvement budget. Motion by Jensen/Cushing to approve the Closeout Capital Improvement Program Project Line Item Transfer as presented. All aye; motion carried.

10:43 a.m. – Arrival of Dave Hintz

**2019 Capital Improvement Program Projects Budget:** Smith gave an oral and written overview of the 2019 Capital Improvement Program Projects. Discussion regarding the proposed projects, costs associated with the projects and projects that have changed since they went through the CIP meetings. Jensen reported that there will be an additional request from the Highway Department for an additional \$200,000 to be used for roads in 2019.

**2017 Oneida County Audit Presentation - Schenck SC:** Dave Maccoux from Schenck presented the 2017 annual financial report and the management communications for Oneida County. Maccoux went through the annual financial report, explained the report and answered questions from the committee. Maccoux stated that within the annual financial report there are no real concerns and he would describe our financial status of Oneida County as excellent. Maccoux presented and explained the Management Communications report to the committee.

**Human Service Center Financial Update and Strategy:** Hintz gave an overview of the Human Service Center and changes that have occurred in the last year. Hintz reported that the Human Service Center lost approximately 50% of their revenue

sources with Family Care. The Human Service Center will be coming in with a \$754,000 deficit in 2019 that will be paid for through their general fund balance. Hintz reported that there are a few options on how to handle that deficit. One option would be that each of the three counties could increase their share to cover that deficit. Another option is that the Human Service Center would have an efficiency study completed to determine if there are efficiencies in the department. Hintz reported that the other option would be to dissolve the Human Service Center and bring the services back into the County. Tamara Feest and Keith Haselton gave a presentation to the Committee regarding the services that are provided by the Human Service Center and the Human Service Center finances. Discussion regarding the budget, the changes that have occurred due to family care and some of the implications for the future.

**Capital Improvement Program Topics for Consideration:** Motion by Jensen/Hintz to postpone this item for a future meeting.

**Public comment/communications:** None

**Dates and items for future agenda/meetings:** Hintz stated that budget hearings will be held next week Monday, Tuesday and Wednesday.

Motion by Cushing/Jensen to adjourn at 12:54 a.m. All aye; motion carried.