

JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE
May 3, 2018
Minutes

Committee members present: Chairman Dave Hintz, Robb Jensen, Ted Cushing, Bob Mott and Billy Fried.

Call to order: Chairman Hintz called the meeting to order at 9:30 a.m. in Committee Room Two 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 Cushing/Fried to approve today's second amended agenda with the order of items at the Chair's discretion. All aye; motion carried.

Mott nominated Ted Cushing for Vice-Chair. Motion by Jensen/Fried for nominations to be closed and to cast a unanimous ballot for Ted Cushing to be Vice-Chair. All aye; motion carried.

Approve minutes: Motion by Jensen/Cushing to approve the minutes of 4/3/2018, 4/5/2018 and 4/11/2018. All aye; motion carried.

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

- a. **Linda Conlon – Public Health Accreditation Board Site Visit – 5/21/2018-5/24/2018 – Bellefontaine, OH** – Linda Conlon was present and reported that the cost is fully covered by Public Health Accreditation Board. Motion by Jensen/Cushing to approve the out-of-state travel for Linda Conlon to attend the public health accreditation board site visit from May 21-24, 2018. All aye, motion carried.
- b. **Jason Rhodes and Cade Halada – Spring GIPAW Conference – 5/16/2018-5/18/2018 – Appleton, WI**
- c. **Jason Rhodes – Kenosha County – 5/22/2018-5/23/2018 – View New World Installation**
Motion by Cushing/Jensen to approve items B and C, Jason Rhodes and Cade Halada to attend the GIPAW conference and for Jason Rhodes to attend the new world installation in Kenosha County. All aye; motion carried.
- d. **Dave Hintz – White House Conference – 5/23/2018 – Washington D.C.** – Hintz reported that he received an invitation to attend a conference at the White House. He would request that the County pay the airfare and he will cover the costs of the hotel and meals. Motion by Jensen/Cushing for the County Board Chairs airfare to be reimbursed for attendance at the Wisconsin County executives and Supervisors White House Conference. Discussion regarding the expense and where the money is coming from. Fried would like to see the motion amended to include other expenses and other supervisors if they would like to attend and were invited. All aye, Hintz abstained; motion carried.

Employee's Service Award Recognition – Kathy Skinner and Cheryl Cummings

Darcy Smith recognized Cheryl Cummings for 15 years of service for Oneida County and recognized Kathy Skinner for 5 years of service for Oneida County.

Treasurer

- Motion by Jensen/Cushing to approve the voucher for the Treasurer's office. All aye; motion carried.
- 2019 LTE Staffing Request – Ostermann presented her LTE staffing request for 2019 and stated that they use them for around 200 hours. Motion by Cushing/Mott to approve the LTE Staffing Request by the Treasurer's Office. All aye, motion carried.
- March Statement of Cash – Ostermann presented the March statement of cash report. Motion Cushing/Jensen to receive the statement of cash report. All aye; motion carried.

Board of Adjustment – Outside Counsel for Scheeler Case (Case No. 18CV42)

Brian Desmond appeared by phone. Desmond reported that this is a case involving Board of Adjustment. Desmond reported that the Board of Adjustment denied a variance and that decision is not in line with the recommendation made by the Planning and Zoning office and therefore, Desmond feels there is a conflict of interest and Corporation Counsel is not able to represent the Board of Adjustment. The homeowner has filed an appeal in circuit court and the Board of Adjustment needs representation. Harland Lee has contacted Attorney Greg Harold to work on this case. Motion by Cushing/Jensen to approve outside legal counsel for the Scheeler case in the amount of \$5000 to come from contingency with the understanding that they look for settlement options outside of legal counsel going to court. All aye; motion carried.

Oneida/Vilas Transit Update – Bob Mott reported that the Transit Commission is looking at entering into a contract with BART to provide management services/training to the Transit Commission. Mott reported that the bus loan/purchase has been finalized. The three buses will be in service this week. Mott reported that they won't be asking for additional funds at this time and don't anticipate asking as long as funding comes in as anticipated. Pat Doust, BART (Bay Area Rural Transit) Manager, was introduced to the committee. Doust will be providing management service/training for the transit commission upon approval of the MOU and has been working with the Oneida/Vilas Transit Commission helping them get organized. Mott reported that the contract will go until 2019, however, Pat will be helping to hire a new manager and training the new manager. Smith reported that there is a grant that is received by Oneida County and forwarded onto the transit commission. Historically, the grant has been paid to the transit commission quarterly and Smith would like to pay them the full amount now instead of holding a portion of that money for future quarters. Smith reported that this will help the commission from needing to request additional funds from Oneida County. There were no concerns expressed with handling the payment that way.

Mining update – Dave Hintz gave an update on the mining ordinance (Mike Fugle appeared by phone). Hintz gave a history of the mining ordinance and where the Planning and Development Committee is at in regards to the mining ordinance. Hintz reported that a few weeks ago the committee received a newly written Marathon County ordinance which Planning and Development has been able to view and use to help with the Oneida County Ordinance. Hintz reported that yesterday they received a draft mining ordinance from Attorney William Scott. Fugle discussed a few differences between the Marathon County ordinance and the proposed Oneida County Mining Ordinance. Discussion regarding the funding and outside legal counsel fees. Fugle believes that there may be additional costs for the legal fees from Attorney William Scott. Hintz stated that the Admin Committee will look at meeting late next week to discuss additional funding if it is determined to be needed.

Oneida County Snowmobile Clubs – Insurance Premiums – County Clerk, Tracy Hartman, gave the history on the snowmobile clubs and the insurance premiums. Motion by Jensen/Mott for Oneida County to continue to pay the premium for the Oneida County Snowmobile Clubs. Discussion regarding future options. Motion by Jensen/Mott to amend the motion to state not to exceed \$5000. All aye; motion carried. Motion on the amended motion – aye; Jensen, Cushing, Mott, Hintz; nay, Fried.

2019 Capital Improvements Program (CIP) Committee – Smith reported that the Administration Committee needs to decide who should be on the CIP committee. The committee will consist of Jack Sorensen, Robb Jensen, Billy Fried, Darcy Smith and Mike Romportl.

Loan to Town of Minocqua – Road Construction – Billy Fried stated that the Town of Minocqua is looking at getting a two plus million dollar loan for road construction and he would like the committee to consider loaning the money to them. Fried stated that this would have a better return on the counties money than the current investments. Smith reported that as far as she knows this is legal, however, Desmond would need to look into this. The committee would like more research into this subject.

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

ITS

- Motion by Mott/Jensen to approve the ITS vouchers and blanket purchase orders as presented by ITS. All aye; motion carried.
- IT Planning update – Rhodes gave a planning update to the committee.
- Wireless printer for County Board use. Fried stated that he would like there to be a printer in the Courthouse for County Board supervisors to be able to use when they are in the courthouse and need access to be able to print. Rhodes discussed the cost. Motion by Jensen/Hintz to upgrade the County Clerk’s office printer which will allow County Board Supervisors to print. All aye; motion carried.

Finance

- Smith presented vouchers in the amount of \$974,790 for approval. Motion by Jensen/Cushing to approve the vouchers and blanket purchase orders as presented. All aye; motion carried.
- Smith presented line item transfers which will come from contingency and all are part of the budget. Motion by Mott/Fried to approve the line item transfers as stated. Discussion regarding the line item transfers. All aye; motion carried.
- Review of 2017/2018 Contingency Budget – Smith presented the 2017/2018 contingency budget.
- General Investments Report for March 2018 – Report presented by Smith. Discussion regarding the returns.
- Prudent Man Advisors (PMA) contract update
- 2019 Budget Dates and Guidelines – Smith would like to look at moving the budget process up a month and would like the Committee’s approval to look into this option.

County Clerk

- Motion by Cushing/Jensen to approve the County Clerk vouchers as presented. All aye; motion carried.

Closed session - It is anticipated that the committee will go into closed session pursuant to Wisconsin Stats. Sec. 19.85 (1) (c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee. (Topic – Information and Technology Services Director) and pursuant to Wisconsin Stats. Sec. 19.85 (1) (g) Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. (Topic: Request for Outside Legal Counsel – Workers Compensation) AND It is anticipated that the Committee will return to open session by roll call vote to consider the remainder of the meeting agenda.

Motion/Second Jensen/Mott to go to closed session at 12:23 p.m.

Roll Call Vote Jensen, aye; Mott, aye; Cushing, aye; Fried, aye; Hintz, aye.

Time to go to closed session: 12:23 p.m. closed session

Lisa Charbarneau, Grady Hartman, Brian Desmond (via phone) allowed to remain in closed session.

Ted Cushing excused at 12:30 p.m.

Bob Mott excused at 12:35 p.m.

Motion/Second Jensen/Hintz second at 1:03 p.m. to go into open session.

Roll Call Vote Jensen, aye; Fried, aye; Hintz, aye.

Announcement of action taken in closed session, or take action based on closed session (NOTE: if the announcement of action taken in closed session would compromise the need for the closed session, the action taken will not be announced. Any action taken in closed session may be announced when the need for the closed session has passed). There was no action taken in closed session.

Vacancy Review – Information and Technology Services Director – Tabled for a future meeting.


Public comment/communications: Comment from audience member expressing concern with the insurance for snowmobile clubs.

Dates and items for future agenda/meetings: May 9, 2018 at 11:00 a.m. Future meeting topics: Gap insurance to cover the County for liability on contracts with outside vendors and the voucher process.

Adjourn

Motion Jensen/Fried to adjourn at 1:12 p.m. All aye; motion carried.

Respectfully submitted,



Tracy Hartman, Recording Secretary
Oneida County Clerk



David Hintz, Chair