

**Administration Committee  
January 14, 2014  
Minutes**

**Committee members present:** Chair David Hintz, Ted Cushing, Sonny Paszak, Jerry Shidell and Denny Thompson.

**Others present:** Supervisor Jack Sorensen, Brian Desmond (Corporation Counsel), John Bilogan (Forestry), Linda Conlon (Health Department), Tara Ostermann (Dep. Treasurer), Lynn Grube (ITS), Margie Sorensen (Finance Director), Jonathan Anderson (media) and Kerri Ison.

**Call to order:** Chairman David Hintz called the meeting to order at 1:30 p.m. in Committee Room #2 of the Oneida County Courthouse noting the meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

**Approve agenda:** Motion by Shidell Thompson to approve the agenda for today's meeting with the order of agenda items at the Chair's discretion AND approve the minutes of 12/9/13 and 12/17/13 as presented. All ayes; motion carried.

**Title Company report on Aqualand Manufacturing:** Desmond reported Aqualand Manufacturing borrowed money from the County in the 1990's (through OCEDC). In 1992 Aqualand filed bankruptcy but continued to pay off the loan, which has now been satisfied. In the bankruptcy proceedings Oneida County also became owner of a mortgage on their property in Vilas County. Desmond requested approval to hire a title company to perform a title search on the mortgage at an estimated cost of \$100-\$150. Discuss followed. Motion by Cushing/Paszak to request a title report on the mortgage as requested. All ayes; motion carried.

**Update on Willow Road issue:** Supervisor Sorensen reported the Town of Lynne passed an ordinance reducing the weight limit on Willow Road to 48,000 pounds as they believe that log truck use is the cause of the deterioration of the road. This will likely affect contract sales/stumpage revenue as 42% of county forest land is located in the Town of Lynne and the majority of product is shipped via Willow Road. Bilogan provided a map showing property ownership as well as a handout showing the amount of stumpage revenue and other forestry related aids the Town of Lynne has received over the past ten years.

A meeting was held with stakeholders from the Town, County Forest, DNR, DOT and loggers regarding the issue. The Town has agreed to extend road limits until this summer but is seeking financial assistance to repair the road. Bilogan has met with the Highway Commissioner regarding costs to rehabilitate or reconstruct the road. He also noted there are several transportation aid programs available to towns. The Forestry Committee feels this is not just a County issue and impacts other players such as the state and industry. Lengthy discussion followed regarding available state/federal aids, studies regarding the impact of vehicles on roads etc.

Sorensen noted they will continue to work with the Town of Lynne in a cooperative manner to resolve this issue. Committee members requested updates in the future.

**Health Department software update:** Conlon and Grube were present to discuss the accounting software upgrade for the Health Department. Grube noted there is a Cloud version available which would provide increased mobility and fewer equipment upgrades; however the cost is more. Lengthy discussion followed regarding pros, cons and the need for additional research to make an informed decision. Committee members felt this is the way technology is heading and directed Conlon and Grube to continue to investigate the Cloud **open option** and report back at the February meeting.

**Consider and approve the County Risk Manager's recommendations concerning insurance requirements in various contracts:** None.

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

Treasurer:

- Committee reviewed statement of cash for the period ending 12/31/13.
- Motion by Cushing/Thompson to approve vouchers as presented. All ayes; motion carried.

ITS:

- Grube provided update on the Voice Over IP project. Discussion followed regarding the RFPs, the scoring process, site visits, demos and additional costs to interface with the 911 system. She has spoken with the Sheriff's Department regarding assistance for additional costs. Hintz will request the issue be placed on the Public Safety agenda on Thursday as well as the February Administration Committee agenda. Grube is still planning for installation by 3/31/14.
- Motion by Cushing/Thompson to approve the bills/vouchers as presented. All ayes; motion carried.

County Clerk:

- Motion by Hintz/Paszak to approve the vouchers and blanket purchase orders as presented. All ayes; motion carried.

Finance:

- Sorenson reported year-end figures show sales tax income will be +\$22,000; interest income will be a -\$210,000.
- Committee reviewed general investment summary for the period ending 12/26/13.
- Motion by Shidell/Cushing to approve line item transfers for the Department on Aging, Register of Deeds and Veterans Service Office as presented. All ayes; motion carried.

**Secretarial support for Administration Committee:** Charbarneau discussed issues regarding secretarial support to the Administration Committee. There are several potential options that may come to fruition but additional time is needed to explore the options for the best fit. Issue will be discussed at a future meeting.

**Out-of-county/state travel requests:** Motion by Cushing/Thompson to approve out-of-county travel for Hintz to attend the Legislative Exchange on 2/4-5/14 in Madison. Ayes-four; abstained-one. Motion carried.

**Capital Improvement Plan:** Committee discussed the draft letter and supporting material provided at the 12/19/13 meeting. Sorenson will bring back edited letter for Committee signature at the February meeting.

**Budget process:** Discussion was held regarding the changes made to the 2014 budget process and the impacts of same. There were mixed opinions whether the budget process improved or goals were actually met.

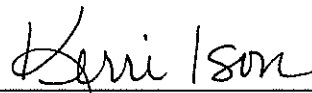
**Public comment:** None.

**Next agenda:**

- Next meeting: 2/10/14 at 9:30 a.m.
- Items for next agenda include secretarial support to Committee, Capital Improvement program, Health Department software update.

**Adjournment:** Motion by Thompson/Cushing to adjourn at 3:35 p.m. All ayes; motion carried.

Respectfully submitted,



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Kerri Ison, Recording Secretary



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David Hintz, Chairman