

**MEETING OF ADMINISTRATION COMMITTEE  
DECEMBER 12, 2022  
Minutes**

**Committee members present:** Chairman Billy Fried, Ted Cushing, Tom Kelly, Russ Fisher and Steven Schreier.

**Call to order:** Chairman Fried called the meeting to order at 10:00 a.m. in the County Board Room 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/Fisher to approve today's agenda with the order of items at the Chair's discretion. All aye; motion carried.

**Approve minutes:** Motion by Kelly/Cushing to approve the minutes of November 7, 2022. All aye; motion carried.

**PUBLIC HEARING – Input from members of the public relative to how funds received from the Multi-District Opioid Litigation should be expended to mitigate opioid addiction**  
- Fugle gave an overview of the Opioid Litigation and the settlement that was reached with the various pharmaceutical companies. Fugle reported that the Wisconsin State Legislature passed a bill that gave guidance on how the funds were going to be distributed. Fugle informed the committee that there is a list of items that the funds can be used for and gave examples of what could be done with the funds. Fugle commented that Social Services, Human Service Center, Health Department and Sheriff's Office will most likely be the main departments that will be spending the funds.

**Public Comment on Opioid Litigation** – Fried opened the public comment at 10:08 a.m. No comments were made and the public comment was closed at 10:09 a.m.

Mary Rideout, Social Services Director, recommended that the newly formed Criminal Justice Coordinating Committee (CJCC) would be a good committee that could look at how to use the funds and make recommendations to the Board. Rideout informed the committee that the members of that committee include the departments mentioned by Fugle along with the courts. Smigielski reported that as of today the County has received around \$150,000 and it is anticipated that the county may receive between \$1.18 and \$1.4 million by 2038. Fried asked that recommendations are put together and brought back to this committee in January.

Fried closed the public hearing at 10:14 a.m.

**Community Development Block Grant Close Update** – Elizabeth Shumate, General Engineering, gave an overview of the progress on the CDBG Close projects. Shumate reported that the final paperwork is being completed by the various project coordinators. Shumate informed the board that the projects are mostly completed. Shumate reported that the state will audit the documents shortly to make sure that all paperwork is completed correctly and would be able to pass an audit by the federal government if that were to occur. Shumate noted that once all paperwork is completed and submitted to the state the county will receive the funds to disperse to the various entities. Shumate commented that the county will receive a copy of all completed paperwork and will need to keep that documentation indefinitely. Randall Myrum, City of Rhinelander Public Works Director, reported that the bike

path has been completed and paid for and the docks should be received this week and paid at that time. Mark Pertile, Minocqua Public Works, reported that they are completing the work and anticipate that it will be finalized mid-December and payment will be sent as soon as possible.

**Solid Waste letters of credit for Closure of Demo 4 and for Long-Term Care of Demo 4 with Peoples State Bank** – Jolin reported that this is a renewal letter and this will be 3<sup>rd</sup> year of the letters of credit and that this is a condition of the Demo 4 site. Jolin reported that the renewal date is December 31<sup>st</sup> and the actual letters of credit have not been drawn up and will be provided when completed. Smigielski gave an overview of the letter of credits and how they work. Jolin gave an overview of the escrow accounts needed for demo sites and long-term care of. Motion by Cushing/Fisher to approve the letters of Credit as submitted by peoples bank one in the amount of \$154,000 and one in the amount of \$150,000. Discussion regarding the escrow accounts for Solid Waste. All aye; motion carried.

**Public comment** - None

It is anticipated that a motion will be made, seconded, and approved by Roll Call Vote to enter into Closed Session pursuant to Section 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Topic: Lac Courte Oreilles Band of Lake Superior Chippewa Indians of Wisconsin, et al., v. Tony Evers decision and tribal claim of taxation immunity). It is anticipated that the Committee will return to Open Session by Roll Call Vote to consider the remainder of the meeting agenda.

Motion by Cushing/Kelly to go into closed session at 10:32 a.m. Roll call vote; Fisher, aye; Cushing, aye; Fried, aye; Kelly, aye; Schreier, aye. 5 aye, 0 nay, motion carried.

Motion by Fried/Fisher to return to open session at 10:38 a.m. Roll call vote; Fisher, aye; Cushing, aye; Fried, aye; Kelly, aye; Schreier, aye. 5 aye, 0 nay, motion carried.

**Announcement of action taken in Closed Session, if such announcement will not undermine the need for the closed session** – Fried reported that while in closed session there was no action taken.

**Maximus US Services Cost Allocation Plan Renewal** – Smigielski presented a renewal contract by Maximus US Services for the cost allocation plan renewal. Motion by Fried/Cushing to accept and extend the contract with Maximus US Services Cost Allocation for the term of six years with a total cost of \$24,000. Schreier asked if the cost of the plan is allocated back to the departments that use it. Smigielski reported that the cost is indirectly billed back to the departments. Discussion regarding who can use the cost allocation plan. All aye; motion carried.

**Social Services anticipated 2022 budget deficit** – Mary Rideout, Social Services Director, reported that it is anticipated that Social Services will have a deficit of \$435,378 with the ADRC having an anticipated surplus of \$65,042 for a Department wide deficit of \$370,336. Rideout reported that the deficit is anticipated due to out of home care placements. Rideout informed the board that they are waiting on funds from a few other sources that may help with the overages, however, the amount is unknown at this time. Discussion regarding potential other funding options for the deficit. Smigielski reported that if the deficit is not funded through other sources the deficit will come from the contingency fund.

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

### **ITS**

- Motion by Cushing/Kelly to approve the ITS vouchers as presented by ITS. Four aye; one abstention (Schreier); motion carried.
- IT Planning update – Rhodes gave a planning update.
- Whole County Copier/Printer Management System – Rhodes reported that the IT Department has been tasked with being the contact point for all copiers. Rhodes reported that there is currently enough funding to cover the cost of the copiers that have been requested for 2023. Rhodes informed the committee that the county is at a point where IT would recommend a managed print system. Rhodes gave an overview of the managed print system. Fried requested that Rhodes work with departments within the county to make sure that the system meets the needs of the departments. Rhodes reported that EO Johnson is putting together a bid for the system and this will be brought back at a future meeting.

### **Motion to Authorize Finance Director to apply for Local Assistance and Tribal**

**Consistency Funds** – Smigielski reported that Oneida County can receive \$150,000 through Local Assistance and Tribal Consistency Fund which is through the ARPA funds. Smigielski reported that there is an application that will need to be completed and the committee will need to authorize her to complete the necessary paperwork. Motion by Cushing/Fisher to authorize the Finance Director to apply for the Local Assistance and Tribal Consistency Funds. Discussion that these funds will go through the CIP Committee. All aye; motion carried.

**Range Rider Program** – Fried reported that during the budget cycle there was \$80,000 set aside in contingency for possible use for a program similar to the Range Rider Program. Fried informed that committee that this program would come in and look at the Oneida County Structure to make recommendations for efficiency and possible changes. Discussion regarding the program. Fried stated that he will speak with Chair Holewinski regarding this program and moving forward if the Administration Committee is supportive. Kelly and Fisher expressed a desire for more information regarding the cost and how the program could work for Oneida County. Fried asked that the committee consider this program over the next month and this will be reviewed at the January committee meeting.

### **Treasurer**

- Motion by Fried/Cushing to approve the vouchers and line item transfer as presented by the Treasurer's office. Four aye; one abstention (Schreier); motion carried.
- Statement(s) of cash – October: Ostermann presented the October statement of cash reports.

### **Finance**

- Motion by Fried/Cushing to approve the vouchers, 2023 blanket purchase order and line item transfers as presented. All aye; motion carried.
- General Investments Report – September and October – Discussion regarding the general investment reports.
- Sales Tax by Month – Smigielski reported that the County continues to trend higher than in the past.
- Wisconsin Department of Revenue Economic Update Report – Smigielski provided the committee with the report for information purposes.

### **County Clerk**

- Motion by Fried/Kelly to approve the County Clerk vouchers, 2023 blanket purchase order and line item transfers as presented. All aye; motion carried.

**Public comment/communications:** None

**Dates and items for future agenda/meetings:** The next administration committee meeting will be held on January 9<sup>th</sup> at 10:00 a.m. and February 13<sup>th</sup> at 10:00 a.m. Future topics: Range Rider Program, IT challenges and financial exposure, Broadband update.

**Adjourn** – Fried adjourned the meeting at 11:54 a.m.

Respectfully submitted,  
Tracy Hartman, Recording Secretary  
Oneida County Clerk

DRAFT