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MEETING OF ADMINISTRATION COMMITTEE
FEBRUARY 13, 2023
Minutes

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Committee members present: Chairman Billy Fried, Ted Cushing, Tom Kelly, and Steven Schreier and Russ Fisher (Fisher arrived at 10:09 a.m.).

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 Kelly/Cushing to approve today's agenda with the order of items at the Chair's discretion. All aye; motion carried.

Approve minutes: Motion by Kelly/Schreier to approve the minutes of January 9, 2023. All aye; motion carried.

Public comment: None

Resolution to seek aid for the Rhinelander Oneida County Airport: Angie Frey, Assistant Airport Director, gave an explanation of the resolution. Motion by Cushing/Kelly to approve the resolution as presented as a consent agenda item and forward to the County board for approval.

Dog License Fees: Fried stated that the Committee at last month's meeting requested that the clerk gather information from other counties regarding dog license fee amounts. Clerk Hartman provided the committee with a list of licensing fees assessed by other counties. Discussion regarding the history of the dog license fees in Oneida County. Motion by Schreier/Cushing to approve the recommendation to raise the fees from $5 and $15 to $10 and $20. Fried clarified that if the motion passes the Clerk will draft a resolution to come to the next meeting. All aye; motion carried.

10:09 a.m. – Fisher arrives

Broadband Update: Verdoorn gave an overview of the proposed broadband project. Sara Chiamulera, Land Information Director, and John Sweeney, Broadband Consultant, presented a map with 4 proposed broadband routes. Sweeney spoke about the proposed routes and stated that these routes may cross over existing internet routes. Sweeney reminded the committee that the red lines on the map have been approved through the PSC grant and can not move much. Sweeney reviewed the proposed map and the blue, green and lime green routes on the map. Discussion regarding the PSC Grant, proposed routes and estimated costs of the proposed routes. Verdoorn reported that the costs is based on $75,000/mile for fiber, however, Bug Tussle has reported that they believe they can do the work for $70,000/mile. Discussion regarding the bonding and funding for the project. Smigielski clarified that Oneida County is not paying for any of the project and is co-signing on the bonding for Bug Tussle. Art Hilgendorf presented the map that has been created for the broadband project and explained the different routes and towers. Sweeney reported that another positive to the proposed routes would be the savings the county would realize on existing bills for fiber/internet. Hilgendorf reported that with all of the routes being suggested it is estimated that 19,000 sites will have

access to Bug Tussle broadband. Bug Tussle estimates that 45% of residences will use the new broadband. Sweeney reported that Bug Tussle has partnered with First Net to ensure that the development of broadband occurs in rural areas and benefits first responders. Smigielski expressed concern with the lack of a feasibility study and requested that a feasibility study is completed. Smigielski expressed concern with the bonding for future expansions. Verdoorn reported that after the first bond is issued Bug Tussle will cover any additional routes with the revenue created by the initial routes. Fried questioned what the next steps will be prior to the second resolution coming to the County Board. Verdoorn reported that the second resolution will be to authorize the bonds and determine the amount up to $24 million. Verdoorn stated that this committee needs to determine what needs to be done for the board to be comfortable with the bonding. Discussion regarding bond counsel and the two consultants that were approved at a previous meeting and when the services will be used. Discussion regarding Russell Berg largely being consulted after the bonding occurs. Verdoorn reported that John Sweeney and Bond Counsel have already been completing work for the project. Fried stated that the County Board will be updated on the proposed map and will be given a timeline that questions can be asked and proposals to the map can be made. Schreier would like the committee to be more firm with Bug Tussle regarding the feasibility study. Smigielski explained that a feasibility study is independently verified and is an appropriate request for the county to make. Schreier stated that he would also like specific answers regarding connection fees for residents if the fiber goes by their homes.
Motion by Schreier/Cushing to make the broadband map available to the public. Discussion regarding making the map public, where to post it and what else should be posted. Fried stated that he will be the contact person for the map and has approval to work with departments to gather information as questions are submitted. Fried reported that this will go before the County Board next week and the clerk will provide a link to the map. All aye; motion carried.
Motion by Fried/Kelly to direct Smigielski to work with Corporation Counsel to create a letter to be signed by the County Board Chair to request a feasibility study as supported by this committee and send to bug Tussle. All aye; motion carried. Fried thanked Chiamulera, Hilgendorf, Sweeney and Verdoorn for the work on the map. Fried questioned if there is a way for Supervisors to see where current fiber/networks are by private companies. Sweeney reported that the location of private lines are not known.

12:02 – Recess
12:12 – Return to session

Resolution to amend Resolution #73-2022 to request additional Coronavirus Local Fiscal Recovery Fund (CLFRF) allocated to Oneida County through the American Rescue Plan Act (ARPA) for the purpose of Social Services Office Remodel Project:
Lindsey Kennedy, Buildings and Grounds Assistant Director, informed the committee that in 2022 there was funding approved for remodeling a section of the social services department. Kennedy reported that they would like to request an additional $40,000 for additional improvements. Fried would like to see this topic tabled or approved pending approval by the CIP Committee tomorrow. Motion by Cushing/Kelly to approve the resolution as presented as a consent agenda item pending approval by the CIP Committee at the meeting on February 14th. Discussion regarding what would be covered by the additional funding. Fisher, aye; Cushing, aye; Fried, nay; Kelly, aye; Schreier, aye. Motion carried.

CIP/ARPA Committee Update: Fried reported that there is a CIP committee meeting tomorrow where the proposed projects will be discussed. Fried reported that everything that is being discussed will be brought back to this committee for approval.

ITS Policy regarding Multi-Factor Authentication Policy and Procedures and Electronic Use Policy: Fried requested that Rhodes vet the Electronic Use Policy through Department Heads prior to being brought to the Administration Committee. Rhodes presented the Multi-Factor authentication Policy and Procedures to the committee. Motion by Fried/Cushing to approve the Multi-Factor authentication Policy and Procedures as presented and implement at the County level. All aye; motion carried.

Vouchers, reports, purchase orders, line item transfers and updates:
ITS
- Motion by Cushing/Fisher 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.

Treasurer
- Motion by Cushing/Schreier to approve the line item transfers as presented. All aye; motion carried.
- Motion by Fried/Cushing to approve the vouchers for the Treasurer's office. All aye; motion carried.
- Statement(s) of cash: Ostermann presented and explained the November and December statement of cash reports.

Finance
- Motion by Cushing/Kelly to approve the vouchers, blanket purchase order and line item transfers as presented. All aye; motion carried.
- Motion by Fried/Kelly to approve the line item transfers for 2022 and 2023 as presented by Smigielski. All aye; motion carried.
- General Investments Report – Smigielski presented the investment report.
- Sales Tax by Month – Smigielski presented the sales tax by month report.
- ERP Upgrade Update – Smigielski gave an overview of the ERP Upgrade.

Public comment/communications: None

It is anticipated that the committee will go into closed session pursuant to section 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee (Topic: Technical Support Compensation). 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 Schreier/Fisher to go into closed session at 12:56 p.m. Roll Call vote: Cushing, aye; Fried, aye; Kelly, aye; Fisher, aye; Schreier, aye; motion carried.

Motion by Cushing/Fried to return to open session at 1:04 p.m. Roll Call vote: Cushing, aye; Fried, aye; Kelly, aye; Fisher, aye; Schreier, aye; motion carried.

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

Motion by Fried/Schreier to move the Technical Support H-2 position to H-3 with funding to come from the ITS Budget and forward to the LRES Committee for approval. All aye; motion carried.

County Clerk
- Motion by Cushing/Kelly to approve the County Clerk vouchers as presented. All aye; motion carried.
- Motion by Fried/Schrier to approve the line item transfers as presented. All aye; motion carried.

Dates and items for future agenda/meetings: The next administration committee meeting will tentatively be held on March 6th at 10:30 p.m. and March 13th at 10:00 a.m. Future topics: Broadband Update

Adjourn – Fried adjourned the meeting at 1:11 p.m.

Respectfully submitted,
Tracy Hartman, Recording Secretary
Oneida County Clerk