

JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE
JUNE 13, 2022
Minutes

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

Excused Absent: Ted Cushing

Call to order: Chairman Fried called the meeting to order at 9:00 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 Schreier/Fisher to approve today's agenda with the order of items at the Chair's discretion. All aye; motion carried.

Approve minutes: Motion by Schreier/Fisher to approve the minutes of May 19, 2022 with changes as discussed. All aye; motion carried.

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

Treasurer

- Statement(s) of cash – February, March, April, May: Ostermann presented and explained the statement of cash reports.
- 2023 Staffing Request – Motion Fried/Schreier to approve and forward to LRES the staffing request from the Treasurer's Office. All aye; motion carried.
- Act 216 Update – Handling of proceeds of foreclosed property – Ostermann gave an updated on Act 216 and how it will impact the proceeds of tax foreclosure properties. Ostermann reported that under Act 216 if the County forecloses a property the proceeds will be returned to the homeowner and the County will not be able to keep the proceeds in the manner that has been done in the past. Discussion regarding the process.
- Motion by Schreier/Kelly to approve the vouchers for the Treasurer's office as presented. All aye; motion carried.

ITS

- Motion by Fried/Schreier 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.

Finance

- Smigielski introduced Cole Stratton, Finance intern for the summer.
- Motion by Fried/Fisher to approve the Finance vouchers as presented. All aye; motion carried.
- General Investments for April, 2022 – Smigielski presented and explained the investment report for June, 2022.
- Mileage Reimbursement Rate – Smigielski reported that this topic has resolved itself as the IRS increased the mileage rate to \$.625/mile effective July 1st.
- Sales Tax by Month – Stratton presented the Oneida County Sales Tax Distributions by Month through the month of May.
- 2023 Budget Guidelines & Schedules – Smigielski presented the 2023 budget calendar and a letter that will be sent to the departments by the Administration Committee. Smigielski explained the letter and discussion ensued regarding the letter and changes needed. Discussion regarding the change from 1950 to 2080 hours and

the impact this will have on department budgets. Discussion regarding the timeline to implement 2080. Charbarneau stated that the LRES committee has been looking at this for over a year and they are working towards all departments moving to 2080. LRES is waiting to make an official decision pending receiving the numbers from the budget process. Motion by Kelly/Schreier to approve the cover letter for the budget calendar and budget process that will be forwarded to departments. All aye; motion carried.

- 2021 WDOR Form A – Smigielski provided an overview of the WDOR Form A and reported that this was submitted on time.

County Clerk

- Work Comp Audit Request and Adjustment
- 2023 Staffing Request – Motion Kelly/Fisher to approve the 2023 County Clerk's Staffing request. All aye; motion carried.
- Motion by Fried/Kelly to approve the County Clerk vouchers as presented. All aye; motion carried.

Discussion of Broadband Bond Issue and Project and Motion to retain Ehlers Public Finance Advisors as Oneida County Independent Municipal Advisor of Record -

– Fried reminded the committee that at the last meeting there were three directives given 1) IT Consultant 2) Bond Counsel 3) Finance Advisory Counsel. Rhodes has reached out to John Sweeney and Russell Berg who have both submitted proposals for the IT Consultant. Verdoorn reported that both Sweeney and Berg know differing areas of knowledge with Sweeney better understanding the towers and the emergency management side of things and Berg understanding the fiber area of the project. Discussion regarding how the consultants would be paid for. Verdoorn reported that \$100,000 of the broadband request was set aside for technical consulting. Fugle was tasked with looking into Bond Counsel and Fugle reported that he has spoken with a number of different bond counsel agencies and Smigielski/Fugle will be meeting with different entities in the future. Fugle gave an overview of what the role of bond counsel is. Smigielski has issued a Request for Proposals/Qualifications for financial advisory services and received three responses. Smigielski gave an overview of the proposals received and is recommending that the county approve Ehlers Public Finance Advisors and that they be retained as the financial advisers of record not only for this project but any future needs. Shawn Lenz, Ehlers Public Finance Advisors, introduced himself and gave an overview of what Ehlers role would be. Discussion regarding the number of hours that would be covered under this proposal. Motion by Fried/Kelly to retain Ehlers as Financial Independent Municipal Advisors of Record. All aye; motion carried. Verdoorn expressed concern with the timing of the bond resolutions. Mitch Schultz reported that if Oneida County wanted to join with the other nine counties to begin the broadband projects this time around the initial bond resolution would need to be approved in June with a follow-up resolution being approved at a special county board meeting in July. If the County does not proceed in June and July then Oneida County will be included with the next round of broadband projects.

Resolution recognizing the passage of the Federal Fair Housing Act – Motion by Fried/Schreier to approve the resolution to declare July 2022 as Fair Housing Month and forward to the County Board for approval with the resolution to be included on the consent agenda. All aye; motion carried.

Resolution to Request Coronavirus Local fiscal Recovery Fund (CLFRF) allocated to Oneida County through the American Rescue Plan Act (ARPA) for the Purpose of Department of Social Services Remodel Project – Motion by Fisher/Schreier to approve the

resolution to approve APRA funds for the purpose of Department of Social Services Remodel Project. All aye; motion carried.

Resolution to Authorize the Proper Officials to Execute a Technology Expense Management Audit with SpyGlass Technologies – Smigielski explained the SpyGlass contract. Smigielski reported that SpyGlass will look at phone/cell phone bills and determine if there are any overpayments. SpyGlass is only paid after the review is completed and refunds/savings are recognized. Motion by Kelly/Schreier to approve the Resolution to execute a technology expense management audit with SpyGlass Technologies and forward it to the County Board on the Consent agenda. All aye; motion carried.

Motion to support the creation of the title / position Accountant for further consideration and action by the LRES Department and LRES Committee – Motion by Fried/Fisher to approve and forward to LRES. All aye; motion carried.

Resolution to Request Coronavirus Local Fiscal Recovery Fund (CLFRF) allocated to Oneida County through the American Rescue Plan Act (ARPA) for the Purpose of upgrading the County's Enterprise Resource Planning (ERP) system – Fried gave an overview of the ERP Project. Smigielski reported that the project is anticipated to cost \$517,000.00. Michael Laesch and Chad Jarvi with Civic Systems, LLC introduced themselves and gave an overview of the program that the County is looking at purchasing. Laesch reported that the Civic Systems, LLC will integrate with other state reporting systems and provide additional functionality for the county. Discussion regarding the transition, the longevity of the software and being cloud based. Chad Lynch, Assistant Corporation Counsel, expressed concern with the limitations of liability for the Ontech Systems, Inc. Lynch explained that the County would be limited to the cost of the program, approximately \$14,000 and not the actual losses and Ontech would not waive the limitations. Chad Jarvi, CivicSystems stated that they have waived the limitations of liability even though Ontech Systems has not waived them. Discussion regarding the challenges and other avenues that could be used to recoup losses. Motion by Fried/Kelly to forward the resolution to Request Coronavirus Local Fiscal Recovery Fund (CLFRF) allocated to Oneida County through the American Rescue Plan Act (ARPA) for the Purpose of upgrading the County's Enterprise Resource Planning (ERP) system and forward to the County board. All aye; motion carried.

Resolution to Authorize the Proper Officials to Execute a Computer Software and Services Contract with Civic Systems, LLC and a Hosted Services Agreement with Ontech Systems, Inc. – Motion by Fried/Fisher to approve the Resolution to Authorize the Proper Officials to Execute a Computer Software and Services Contract with Civic Systems, LLC and a Hosted Services Agreement with Ontech Systems, Inc. and forward to the County Board. All aye; motion carried.

Public comment/communications: None

Dates and items for future agenda/meetings: The next administration committee meeting will be held on July 11, 2022 at 9:30 a.m. Future topics: Broadband

Adjourn – Fried adjourned the meeting at 11:28 a.m.

Respectfully submitted,
Tracy Hartman, Recording Secretary
Oneida County Clerk