

Administration Committee
August 23, 2013
Minutes

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

Others present; Margie Sorenson (Finance), Lynn Grube (ITS), Billy Fried (District 17 Supervisor), LuAnn Brunette (Facilities Director), Sheriff Hartman, Chief Deputy Sweeney, Jill Butzlaff (Sheriff's Dept.), Don Sidlowski (Technology Committee), Lisa Charbarneau (Human Resource Director), Mike Fugle (Asst. Corporation Counsel), Bob Martini (District 11 Supervisor), Bob Metropulos (District 15 Supervisor), Jonathan Anderson (River News) and Julie Petraitis.

Call to order: The meeting was called to order at 9:30 a.m. by Chairman Hintz 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 Paszak/Cushing to approve today's agenda with the order of items at the Chair's discretion. All ayes; motion carried.

Consider and approve the County Risk Manager's recommendations concerning insurance requirements in various contracts:

- Aspirus Foot Care agreement.

Motion by Hintz/Cushing to table this agenda item. All aye; motion carried.

Prepare for Special County Board meeting

- Review of 2013 budget to date
- Budget rules and levy limits
- Priority/impact items for 2014.

Sorenson was present to inform the Committee of the status of the 2013 budget and provided a packet listing significant items affecting the 2013 budget and reviewed it with the Committee. Discussion was held regarding past and current budgets for Social Services, sales tax revenue, interest earnings, stumpage sales, special projects and the general fund balance as of 8/2013.

Billy Fried, Chairman of Buildings & Grounds/Solid Waste Committee, talked with the Committee about some of the projects going on with the Buildings & Grounds Department. Brunette stated there are a couple new items that have come up. One is renovations at the UW-Extension/Land Conservation office space at the Rhinelander/Oneida County Airport. Fried explained that the Health and Aging building has not been efficient running with its utilities as far as heating and air conditioning. The heating and air conditioning need to be upgraded.

Sheriff Hartman and Chief Deputy Sweeney were present to present their budget impact items. Sweeney stated that they had a significant amount of savings in their budget that they would suggest going toward other capital equipment in the investigative division.

Don Sidlowski, Chairman of the Technology Committee, was present to talk to the Committee about Technology. The Committee has met and has started to identify projects in the County. They will be brought to the Administration Committee for approval when they have been identified. The Technology Committee is creating a spreadsheet to bring to Town, County and interested groups to show what the return on an investment in job growth and economic development.

Lynn Grube, IT Director, provided the Committee with an outline of projects her Department will be working on. The Citrix project is going well and will be finished this year. Next year they propose the Voice over IP project will be continuing. The Public Health software program needs to be updated. LiDAR Data housing is a project that is significant but will be covered by Land Records and Register of Deeds fees. The GIS Server needs to be updated. An upgrade in the Register of Deeds program has been done instead of buying a new program. There are a few additional parts to the upgrade that need to be purchased which will happen with fees from the Register of Deeds. County wide archival scanning is another project.

The Committee discussed having a closed session at the September 3, 2013 meeting to discuss the LRES budget items. Motion by Cushing/Paszak to hold a closed session at the County Board meeting on September 3, 2013 regarding LRES budget items. With three members voting aye and 2 voting nay, the motion passes.

Chairman Hintz stated that the Highway Department, Buildings and Grounds, IT/Technology, LRES and Sheriff's Department will be on the agenda for September 3, 2013.

2014 Budget Direction: Discussion was held on what types of items the County Board will be discussing at the special meeting on September 3, 2013.

Consider and approve the County Risk Manager's recommendations concerning insurance requirements in various contracts:

- Aspirus Foot Care agreement.

Motion by Shidell/Cushing to bring agenda item #3 off the table. All ayes; motion carried.

Assistant Corporation Counsel, Mike Fugle was present to inform the Committee that there is contract between the Health Department and Aspirus Clinic regarding foot care services. He is asking the Committee to amend the Insurance requirements. Typically \$1 million professional insurance is required. Aspirus carries a \$3 million policy. Motion by Shidell/Thompson to approve this request. All ayes; motion carried.

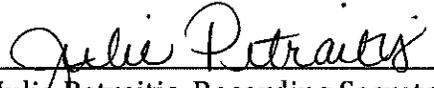
Public comment/communications. None.

Items to be included on next agenda. Professional Insurance policy requirements, budgeting of IT expenses and projects.

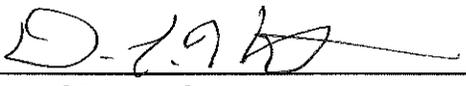
Discussion was held on dates for the Budget Hearings.

Adjournment. Motion by Shidell/Cushing to adjourn at 11:43 a.m. All ayes; motion carried.

Respectfully submitted,



Julie Petraitis, Recording Secretary



David Hintz, Chair