

**AMENDED-NOTICE OF REGULAR MEETING
ONEIDA COUNTY BOARD OF SUPERVISORS
OCTOBER 15, 2013 - 9:30 A.M
COUNTY BOARD MEETING ROOM 2ND FLOOR - ONEIDA COUNTY COURTHOUSE**

CALL TO ORDER:

Chairman Cushing called the meeting to order at 9:30 a.m. in the County Board Meeting Room at the Oneida County Courthouse. There was a brief moment of silence for our troops here and overseas, followed by the Pledge of Allegiance.

MEMBERS PRESENT: Supervisors: Gary Baier, Greg Berard, Ted Cushing, Billy Fried, David Hintz, Jim Intrepidi, Bob Martini, Jack Martinson, Bob Metropulos, Bob Mott ,Greg Oettinger, Sonny Paszak, Carol Pederson, **Thomas Rudolph**, Jerry Shidell, Candy Sorensen, Jack Sorensen, Michael Timmons and Romelle Vandervest.

OF MEMBERS PRESENT: 19

SUPERVISORS EXCUSED: 2 – Denny Thompson & Scott Holewinski

STUDENT REPRESENTATIVES PRESENT: 1- Bailey Nichols

OTHERS PRESENT: Mary Bartelt, County Clerk; Melodie Gauthier, Chief Deputy Clerk; Brian Desmond, Corporation Counsel; Margie Sorenson, Finance; John Frederick, Actuary and Consultant; Lisa Charbarneau, LRES; LuAnn Brunette, Buildings & Grounds; Lynn Feldman, U.W. Extension and Jean Hansen, LWC.

ANNOUNCEMENTS BY CHAIR, CORRESPONDENCE AND COMMUNICATIONS

Sign Attendance Form at the Podium

Please Use Microphones When Speaking

ACCEPT THE MINUTES OF THE SEPTEMBER 17, 2013 REGULAR MEETING

MOTION/SECOND: J.Sorensen/ Rudolph to accept the September 17, 2013 Regular Meeting Minutes as presented. All “aye” on voice vote, motion carries.

REPORTS/ PRESENTATIONS:

Introduction of the Lakeland Union High School, Teens Active in Government (TAG), Bailey Nichols

Lynn Feldman - U.W. Extension, introduced Bailey Nichols who is a Junior enrolled at Lakeland Union High School. Bailey is active in sports; she enjoys cross country skiing, swimming and soccer. Her goal after graduation from High School is to enroll in college for criminal justice.

Actuarial valuation as of January 1, 2013 presented by John P. Frederick, Actuary and Consultant.

Marge Sorenson, Finance Director, introduced John Frederick, Actuary and Consultant, stating this Actuarial Valuation for Oneida County is a required two year post-retirement audit.

John Frederick explained the substantive plan providing postretirement medical benefits to the County Board. The results of the actuarial valuation were completed as of Jan. 1, 2013, of the liability for post-retirement benefits other than pensions that are provided to retired

employees of Oneida County. Frederick explains retiree insurance benefits are earned during the time period of employment; they are not a gratuity. Therefore, the cost is incurred from the date of hire to the date of retirement. Cost of health insurance increases as employees get older and the county pays a fixed premium that is the same for all employees. Medical benefits are the only post employment benefit other than pensions provided to retired employees. Frederick stated there were actuarial losses during the last two years and the primary source of the loss was retirement of more employees than expected and at ages younger than expected. There were also gains from the effects of increases in average premium cost that were less than expected during the last two years.

The results totals of the valuation as of January 1, 2013 are actuarial present value of projected benefits for active and retired employees \$12,738,723 and actuarial accrued liability for active and retired employees total is \$8,090,566.

***PUBLIC COMMENT:** None.

CONSENT AGENDA:

Appointments to Committees, Commissions and Other Organizations

To reappoint Ken Klein to the Oneida County Library Committee with a term to expire December 2016.

To reappoint Mary Martin to the Civil Service Committee with a term to expire December 2016.

To reappoint Thomas Rudolph to the North Central Wisconsin Regional Commission with a term to expire December 2019.

MOTION/SECOND: **J.Sorensen/Vandervest** to accept the appointments to committees, commissions and other organizations as presented. All "aye" on voice vote, motion carries.

CONSIDERATION OF RESOLUTIONS & ORDINANCES:

RESOLUTION #65-2013

Resolution offered by the Supervisors of the Labor Relations Employee Services Committee. Resolved by the Board of Supervisors of Oneida County, Wisconsin:

WHEREAS, due to the retirement of a long term Secretary I in the Child Support Division of Social Services, the Social Services Director did ask the Human Resources Director to review the Child Support Division for possible changes to create efficiencies; and

WHEREAS, the Human Resources Director did review the Child Support Division of Social Services and offered two options to the Social Services Director and Committee; and

WHEREAS, the Social Services Committee did recommend to the Labor Relations Employee Services Committee to eliminate the Secretary I position in the Child Support Division and create a Child Support Specialist position; and

WHEREAS, the Labor Relations Employee Services Committee did agree to eliminate a Secretary I position and create a Child Support position in the Child Support Division of Social Services.

NOW, THEREFORE, BE IT RESOLVED, by the Oneida County Board of Supervisors that Oneida County eliminate a Secretary I position and create a Child Support Specialist position in the Child Support Division of Social Services.

BE IT FURTHER RESOLVED, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that any additional costs or savings will be maintained in the current department budget as set forth in the fiscal impact statement which is attached hereto and made a part hereof.

A fiscal impact statement is attached hereto and made a part hereof.
 Approved by the Labor Relations Employee Services Committee this 1st day of October, 2013.
 Offered and passage moved by Supervisors: Cushing, Holewinski, Pederson Fried, and Paszak.

ONEIDA COUNTY
FISCAL IMPACT

Eliminate Secretary I and Create Child Support Specialist

<u>2013 Wage rates, 2013 health insurance</u>	<u>Annual Cost</u>
<u>Child Support Specialist</u>	
Wages	31,881
Social Security	2,439
Retirement	2,120
Health Ins-Maximum	23,812
Life Ins-Estimated	100
Income Continuation Ins	80
Workers Comp	<u>61</u>
	60,492
<u>Eliminate Secretary I</u>	
Wages	(29,056)
Social Security	(2,223)
Retirement	(1,932)
Health Ins-Maximum	(23,812)
Life Ins-Estimated	(150)
Income Continuation Ins	(75)
Workers Comp	<u>(55)</u>
	(57,303)
Increase in wages and fringe benefits	3,190

MOTION/SECOND: Paszak/Martini to approve Resolution # 65-2013 as presented.
ROLL CALL VOTE: 19 Ayes, 0 Nays, 2 Absent – Holewinski & Thompson.
STUDENT REPRESENTATIVE: 1 Aye.
RESOLUTION #65-2013 – adopted.

RESOLUTION # 66-2013

Resolution offered by Supervisors of the Conservation & UW Extension Committee
 Resolved by the Board of Supervisors of Oneida County, Wisconsin:

WHEREAS, Oneida County has over 1100 lakes, rivers, and streams, and contains one of the highest concentrations of natural lakes in the world, and

WHEREAS, Oneida County is 82 percent forest and 2.3 percent agricultural land,
and

WHEREAS, Oneida County recognizes the importance of the quality of our forests
and waters to its citizens and local economies, and

WHEREAS, education is one of the keys to increasing public awareness as to the
adverse impacts of erosion, nutrient loading, and run-off on the quality of our waters and our
local economies; and

WHEREAS, Oneida County recognizes the need for a workable plan that will
prevent erosion, increase nutrient management, reduce run-off, and increase shoreland
protection, and

WHEREAS, the Oneida County Land & Water Conservation Department (LWCD)
will implement additional objectives and activities in the Land and Water Resource
Management Plan by creating and hiring a 'Lakes Specialist' LTE at an estimated cost of
\$52,628.39, which includes Oneida County's 25% match and

WHEREAS, 75% percent of the cost of accomplishing additional goals and
activities in the Land and Water Resource Management Plan will be paid by a grant from the
Wisconsin Department of Natural Resources (WDNR), and

WHEREAS, the LWCD must apply for a grant through the "Lake Protection" grant
program through the WDNR to receive funding.

NOW, THEREFORE, BE IT RESOLVED, that the LWCD is authorized to apply for
75% funding assistance for such programming under the "Lake Protection" Grant Program
from the WDNR.

BE IT FURTHER RESOLVED, that the Oneida County Board of Supervisors
hereby authorizes the Chairman of the Conservation and UW Extension Committee, to
submit an application for a one-year grant to the WDNR not to exceed \$50,000.00 in grant
funds for Lakes Specialist position, to sign documents and take the necessary action to
undertake, direct, and complete the approved .

BE IT FURTHER RESOLVED, that the LWCD is authorized to meet the County's
25% share of the financial obligations of this lake protection grant, through the assignment of
LWCD personnel to work on and complete the project, including timely publication of the
results.

BE IT FURTHER RESOLVED, that if funding is not secured from the WDNR, the
LTE position will not exist.

Approved by the Conservation and UW Extension Committee this 12th day of September
2013.

Offered and passage moved by Supervisors: Rudolph, **Berard**, Mott, Martini and Intrepidi.

FISCAL IMPACT FOR LAKE PROTECTION GRANT

Proposed Budget

Salaries	\$34,809.14
Purchased Services (Printing, Postage, Registration, Rentals)	\$ 1850.00
Other Purchased Services (Travel/ Mileage Expenses)	\$ 2410.00
Supplies (General Office, Hardware, etc.)	\$ 300.00
Other (Workshop & Instructional Kits)	\$ 0.00

Total Project Cost Estimate	\$52,628.39
State Portion of Grant (Up to 75%)	<u>\$39,369.14</u>
County Conservationist's Time to Oversee Project	\$13,259.25

Oneida County's Estimated Grant Match (In Kind)	\$13,259.25
Oneida County's Required 25% Grant Match	\$13,123.05
Estimated Amount Over Grant Match	\$ 136.20
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Total Revenues	\$39,369.14

TOTAL PROJECT EXPENSE: \$52,628.39

ROLL CALL VOTE: 17Ayes, 2 Nays- Shidell & Martinson, 2 Absent – Holewinski & Thompson.

STUDENT REPRESENTATIVE: 1 Aye.

RESOLUTION #66-2013 – adopted.

RESOLUTION #67-2013

Resolution offered by the Supervisors of the Solid Waste and Buildings & Grounds Committee.

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

WHEREAS, Oneida County purchased the site of the former Daily News Building to terminate an easement and to expand parking for the adjacent Health and Aging facility; and

WHEREAS, the Oneida County Board of Supervisors passed Resolution 57-2013 directing the Solid Waste and Buildings & Grounds Committee to move forward with obtaining cost for the concept of demolition of the former Daily News building and construction of a parking area and to bring a firm cost for the entire project to the County Board for final approval and funding; and

WHEREAS, the Solid Waste and Buildings & Grounds Committee has advertised for bids to obtain costs for the demolition of the former Daily News building; and

WHEREAS, the Solid Waste and Buildings & Grounds Committee has received estimated costs for site preparation, grading and paving;

NOW, THEREFORE, BE IT RESOLVED, by the Oneida County Board of Supervisors to transfer funds from the general fund not to exceed \$ 180,000.00 to cover the cost of parking expansion for the Health and Aging facility and direct the Solid Waste and Buildings & Grounds Committee to proceed with the project as presented.

Approved by the Solid Waste and Buildings & Grounds Committee this 7th day of October, 2013.

Offered and passage moved by Supervisors: Fried and Martinson

Fiscal Impact Statement:

Demolition bid	\$ 38,000.00
Estimated cost for engineering, excavation, site prep., paving, and striping	<u>142,000.00</u>
Total cost:	\$ 180,000.00

MOTION/SECOND: Fried/ Vandervest to amend Resolution #67-2013 line 21 by eliminating "\$180,000" and change it to "\$81,000". Line 25, add "be it further resolved that the Oneida

County Highway Dept. is hereby directed to complete the parking excavation after the demolition of the building.”

Per Brian Desmond this vote requires $\frac{3}{4}$ of those entitled to a seat (16 members) for the resolution to pass pursuant to Wis. Stat. s. 59.52(29).

ROLL CALL VOTE ON AMENDMENT: 18 Ayes, 0 Nays, 1 Abstain – Shidell, 2- Absent – Holewinski & Thompson.

STUDENT REPRESENTATIVE: 1 Aye.

MOTION – Passes.

Per Desmond, Corp. Counsel - ($\frac{3}{4}$ Vote (16 votes) is needed to pass Resolution #67-2013)

ROLL CALL VOTE ON AMENDED RESOLUTION: 17 Ayes, 1Nay – J.Sorensen, 1 Abstain – Shidell, 2 Absent – Holewinski & Thompson.

STUDENT REPRESENTATIVE: 1 Aye.

AMENDED RESOLUTION #67-2013 – adopted.

RESOLUTION # 68-2013

Resolution offered by the Supervisors of the Solid Waste & Buildings and Grounds Committee Resolved by the Board of Supervisors of Oneida County, Wisconsin:

WHEREAS, the Solid Waste and Buildings & Grounds Committee has been charged with providing adequate and efficient office space to county departments, including space at the courthouse vacated by moving of the health department to the Health and Aging facility; and

WHEREAS, a space study and needs assessment was conducted by staff, which determined sufficient space is not available at the Oneida County Courthouse to provide adequate and efficient office space for both University of Wisconsin – Extension and Land and Water Conservation; and the Solid Waste and Buildings & Grounds Committee requires direction on the following options:

1. University of Wisconsin – Extension and Land and Water Conservation remain together at the Rhinelander-Oneida County Airport, acquiring additional space to be leased to provide adequate and efficient office space for both departments (see fiscal impact statement) with funding to address proposed renovation to come from the general fund;
2. Oneida County Board of Supervisors rescinds previous action to sell former WPS building located at 111 E. Davenport Street and approves renovation of that facility to provide adequate and efficient office space and allow for University of Wisconsin – Extension and Land and Water Conservation to be relocated to 111 E. Davenport Street (former WPS building), with funds to come from the general fund and with the board continuing to support the airport’s budget if the currently leased space is not leased; or
3. University of Wisconsin – Extension remains located at the Rhinelander-Oneida County Airport; Land and Water Conservation is returned to their previous location at the Oneida County Courthouse, second floor, near Planning & Zoning, with funds to renovate office space for University of Wisconsin – Extension at the airport and second floor office space for Land and Water Conservation to come from the general fund.

NOW, THEREFORE, BE IT RESOLVED, Oneida County Board of Supervisors recommends Option Number ____ and directs the Solid Waste and Buildings & Grounds Committee to proceed with this option to address office space for both University of Wisconsin – Extension and Land and Water Conservation.

Approved by the Solid Waste & Buildings and Grounds Committee this 7th day of October 2013.

Offered and passage moved by Supervisors: Fried, Martinson and Oettinger.

**Fiscal Impact
Option 1:**

Action	Anticipated Cost	Anticipated Annual Recurring Expense
Move airport administrative offices to former restaurant area; relocate economic development offices to former airport administrative offices	150,000	0
UW conference room renovated by airport	0	0
Redistribute space currently occupied by ED, TSA break room, LWC, airport conference room (Heck room) and UWEX	5,000	0
Create reception area	10,000	0
Update wall finishes, flooring, furniture/equipment	40,000	0
Provide cold storage for LWC	1,500	0
Annual rent expense (will need to include charge for additional square footage obtained by moving into former Economic Development area, TSA break room - negotiable)	40,193+	40,193+
Total cost:	246,693+	40,193+

Proposed timeline:

Funding for project appropriated by 12/31/2013

Plans developed by 2/28/14

Bid project by 3/31/14

Renovation work by 6/30/2014

Project complete and departments relocated by 7/31/2014

**Fiscal Impact
Option 2:
111 E. Davenport Street (former WPS building)**

<u>Action</u>	Estimated Cost using Year 2009 Figures	Annual Recurring Expense	Priority
Bathrooms (meet ADA requirements)	35,000	0	1
Telephone service (utilize voice over IP)	0	0	1
Computer infrastructure/connectivity with courthouse	37,100	0	1
Exterior building deterioration	7,500	0	1
Sidewalk deterioration	2,000	0	1
Heating/cooling occupied building/maintenance costs – additional annual costs	25,000	25,000	1
Staff/cleaning occupied building – annual costs	26,440	26,440	1
Parking lot seal/striping (meet requirements/ADA spaces)	5,000	0	1
Fire detection/suppression compliance (not identified in 2009)	0	0	1
Proximity reader system	7,500	0	1
Architectural/engineering services to develop plan; submittals to state	10,000	0	1
Partition walls to create efficient use of space, electrical to code/replacement/relocation of emergency generator	20,000	0	2
Insulation (spray insulation)	15,000	0	2
Signage	2,500	0	2
Video surveillance	8,000	0	2
Update finishes (carpet, wallpaper, paint, window coverings)	135,000	0	3
Year 2014 rent of airport space	40,193	0	1
Continued subsidy to airport budget in the event new tenant is not found (if city agrees to fund half)		20,097	1
Totals	376,233	71,537	

Priority basis:

- 1 – Needs to be addressed prior to occupancy, possible consequences of worker injury or county liability
- 2 – Efficiency need, but unlikely consequence of worker injury or county liability
- 3 – Needs to be addressed soon, but not an immediate need

Proposed timeline:

Rescind resolution to sell WPS building 10/15/13
 Funds for renovation project appropriated by 12/31/13
 Architect/engineer hired, plans developed and state approval obtained by 5/1/14
 Bid project by 7/31/14

Renovation work complete by 12/31/14
 Departments relocated by 1/31/15

**Fiscal Impact
 Option 3:**

Action	Anticipated Cost	Anticipated Annual Recurring Expense
Return LWC to courthouse, former offices – second floor	0	0
Create more workable space at courthouse for LWC utilizing one additional office and additional square footage	20,000	0
UW conference room renovated by airport	0	0
Reassign leased airport space using current configuration of offices and TSA break room space	0	0
Create reception area for UW	10,000	0
Update wall finishes, flooring, furniture/equipment for UW	40,000	0
Annual rent expense	40,193	40,193
Total cost:	110,193	40,193

Proposed timeline:

LWC could return to courthouse (their former location in far end of Planning & Zoning) immediately; cold storage items could be stored at courthouse (basement/garage areas)

Funding for projects (LWC additional office and square footage at courthouse; UW renovation at leased space) appropriated by 12/31/13

Reconfigure Planning & Zoning area adjacent to LWC's former offices

Relocate file cabinets to outside wall

Relocate cubicles to interior walls, and to provide LWC with additional square footage adjacent to their former offices

Create office for Assistant PZ Director adjacent to PZ conference room (area currently housing file cabinets)

Plans developed by 12/31/13

Renovation work complete and UW offices relocated by 4/30/14

	Option 1 UWEX and LWC stay at Airport	Option 2 UWEX and LWC Move to WPS	Option 3 UWEX stays at airport, LWC moves to CH
Pros	<p>Moving both TSA and OCEDC upstairs in airport meets <u>current</u> needs of both UWEX/LWC departments. Allows continued collaboration between departments. Maintains strong relationship with airport. Allows continued collaboration between OCEDC and UWEX. Classroom/Meeting room space remains available for community groups in evenings and on weekends without staff needing to be present. Airport will invest in refinishing conference room</p>	<p>Seen as “best” option by both UWEX/LWC departments and CUW committee. Purportedly adequate space for all UWEX/LWC offices and files (9000 ft², est. 4000 ft² needed). Best “business” decision for increasing clients served by being in a more accessible and visible location. Proximity to Courthouse would allow County Staff and elected officials to more easily access Extension staff for services and consultations. Preservation of county building space for other future use. Free up additional space in CH for future use (LWC area). Opportunity to lease unused space in WPS building to governmental / non-governmental partner. Opportunity for other county offices to utilize space.</p>	<p>Shortest timeline. Solves an immediate need (as space at airport is limited). Quickest solution. Cheapest solution (building costs). Would make immediate private office space available for Michele, LTEs would use cubicle space. All of LWC files in one place(!). No architectural evaluation needed. Maintains UWEX relationship with airport. Plenty of space at airport for UWEX use, regain use of Heck Room as a conference room. Classroom/Meeting room space remains available for community groups in evenings and on weekends without staff needing to be present. Allows continued direct collaboration between OCEDC and UWEX.</p>
	<p>This option maximizes all available space available in airport - may/probably will not meet <u>future</u> needs of both departments (growth/change, i.e., specifically addition of a Conservation Specialist). ?? space for all LWC files? Distance from downtown</p>	<p>2009 numbers presented are not solid – still need outside architectural input (at cost)</p> <ul style="list-style-type: none"> o Have not done any floor planning design specific to LWC and UWEX <p>Longest implementation timeline, most intensive for work. Loss of day to day contact between OCEDC staff and UWEX faculty. Would meeting space at WPS be available for community group use outside of traditional working hours? Adequacy of parking?</p>	<p>Concern about 0.4 FTE support staff – decreasing department efficiency. Loss of day to day contact between UWEX faculty and LWC staff would make joint programming and consultation considerably more difficult. Distance from downtown for UWEX. Classroom/meeting space is not easily accessible by LWC and AIS programs for night/weekend meetings.</p>

Considerations	<p>Require architectural input to confirm cost</p> <p>Requires addition of outdoor storage for AIS</p> <p>Future technology needs? (Citrix, VoIP)</p> <p>Medium timeline: still involves a lot of construction, etc.</p>	<p>Would investment of building improvements + use of WPS building = “break even” on past investment?</p> <p>What is the square foot cost commitment to updating WPS vs. adding 3rd floor to CH 2nd floor annex for future space needs?</p> <p>What is the total square footage that could be gained from CH 3rd floor addition vs. WPS (less space/more cost)?</p> <p>Costs for technology (Citrix/VoIP).</p> <p>Change in county code necessary to lease space (?)</p>	<p>Need to arrange for storage of AIS field equipment at CH and/or off-site</p> <p>Future technology needs? (Citrix, VoIP)</p>
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DISCUSSION TOOK PLACE REGARDING THE IMPACT OF THE OPTIONS

MOTION/SECOND: Mott/Martini to refer back to Solid Waste and Building and Grounds Committee to explore renovating ½ of the WPS Building and rent the other ½ of the WPS Building and explore other rental facilities downtown to house both U.W. Extension and LWC and include funding for analysis.

ROLL CALL VOTE: 18 ayes, 1 Nay- Fried, 2 Absent – Holewinski & Thompson.

STUDENT REPRESENTATIVE: 1 Aye.

RESOLUTION #68-2013 – sent back to committee.

MOTION/SECOND: Shidell/J.Sorensen to amend the referral by adding “look at other options”.

ROLL CALL VOTE ON AMENDING THE REFERRAL: 19 – Ayes, 0- Nay, 2 Absent – Holewinski & Thompson.

STUDENT REPRESENTATIVE: 1 Aye.

MOTION TO REFER IS AMENDED.

OTHER BUSINESS: - none

MOTION/SECOND: J.Sorensen/Shidell to enter into closed session at 10:59 a.m.

ROLL CALL VOTE: 18 Ayes, 1- Nay – Shidell, 2 - Absent - Holewinski & Thompson.

STUDENT REPRESENTATIVE: 1 Aye.

MOTION: - Passes

CLOSED SESSION:

The County Board may consider a motion to adjourn into Closed Session pursuant to Section 19.85(1)(g) for the purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning the strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

- Topic: County Highway Y lawsuit

Upon completion of this portion of the meeting, it is anticipated the Committee will make a motion to return to open session to consider the remainder of the meeting agenda.

MOTION/SECOND: **Martinson/J.Sorensen** to return to open session at 11:19 a.m.

ROLL CALL VOTE: 19 Ayes, 0 Nays, 2- Absent- Holewinski & Thompson.

MOTION - passes

Announcement of action taken in closed sessions.

The Chair announced: "In closed session we discussed the County Highway Y lawsuit."

ADJOURNMENT:

MOTION/SECOND: **Rudolph/Vandervest** to adjourn at 11:20 a.m. All "ayes" on voice vote, motion carries.