

## MEETING MINUTES

**Committee:** Finance/Information Technology Committee  
**Date:** Monday, November 2, 2020  
**Time:** 3:00 PM  
**Location:** County Board Room, Lower Level of the Safety Building

The following discussion was held by the Committee at the meeting detailed above:

1. Meeting called to order at 3:00 PM by Chairman Medo

FINANCE COMMITTEE			
Name	Role	Status	
John Medo	Chairman	Present	
Ben Pierce	Member	Present	
George Shinnars	Member	Present	
Robert Benishek	Member	Present	
Don Scupien	Member	Present	
Non-Committee Members Present			
Name	Interest	Name	Interest
Pam Resch	Finance Director	Sue Paycer	IT Director
Dan Bauknecht	Chief Deputy Sheriff	Robin Stowe	Corporation Counsel
Erik Rantala	Forest Administrator	Ron Barger	Health & DSS Director
Tammy Wilhelm	County Treasurer	Reinhardt Balcerzak	Supervisor
Judy Nagel	Cty. Clerk/Recording Secretary	Joseph Novak	Supervisor by phone
Doug Curler	Supervisor	Terry Brand	Senior Citizens Rep.
Travis Krueger	Deputy	Ben Walljasper	Enterprise Fleet Management

2. **Roll call was conducted:** All present.
3. **Please silence all cell phones.**
4. **The Committee recited the Pledge of Allegiance.**
5. **Approval of previous meeting minutes from September 29, 2020:** Motion by Benishek, second by Scupien to approve the previous meeting minutes from September 29, 2020. All ayes, motion carried.
6. **Recognition of others present and public comments on agenda items:** no public comment.
7. **Discuss Resolution #53-2020: Take Tax Title to Delinquent Tax Lands for 2017 Tax Year:** Discussion held regarding the Resolution, Clerk Nagel read the resolution. Motion by Shinnars, second by Pierce to approve the resolution and forward this to the County Board. All ayes, motion carried. Treasurer Wilhelm read the list of the recently sold parcels: 004-0080.013, 201-2042 and 020-0288.002. Discussion held.
8. **Discuss Enterprise Fleet Vehicle Lease Proposal:** Ben Walljasper, Enterprise Fleet Management gave a power point presentation to the Committee and those in attendance discussing the opportunity for Langlade County to enter into a lease program with Enterprise. Walljasper discussed the resale

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values, fuel efficiency and up to date safety equipment for the vehicles in the lease program, with the government equity lease program being a 3-6-year period, with no condition restrictions (mileage, condition and early termination). Langlade County potentially has 39 vehicles that could be in the lease program, vehicles from Zoning, Forestry, Maintenance, Social Services and Sheriff. Langlade County would be responsible for maintenance and insurance for the vehicles. Discussion on buying power, resale strength and lower mileage. Information only.

9. **Discuss the Senior Center, donations and update on the building fund for the Seniors:** Terry Brand, Senior Center, discussed the recent donation the Senior Center received, which can be used for a Senior Center and Community Center, looking to Langlade County for a commitment to the Seniors. Brand also discussed the one-acre parcel that the Senior Center currently owns. Discussion on the Langlade County Strategic Plan that will be presented to the County Board in December 2020, which will help guide the financial decisions of the Board. Information only.
10. **Discuss the Forest Recreation Fund:** Forest Administrator Rantala discussed the Rec Fund, an Assigned Fund and the uses of the funds: capital equipment, buildings, maintenance, mowers and improvements to parks. In order to balance the 2021 budget, \$80,000 was moved from the Rec Fund, leaving a minimal balance. This fund was set up to be funded by excess timber sales, capped at \$100,000 per year. Shinners requests a 3-5-year rec plan, with income and expenses, to be presented to the Forestry and Finance Committees.
11. **Discuss the use of Jail Assessment Funds to pay for the Jail Camera System Maintenance Agreement, with a cost of \$3678.40:** Chief Deputy Bauknecht discussed the current jail camera system that went down and there was no current maintenance agreement for the system. The maintenance agreement was misplaced over the change of county leadership. Motion by Benishek, second by Shinners to approve the use of Jail Assessment Funds, \$3678.40, for the Jail Camera System 2-year Maintenance Agreement. All ayes, motion carried.
12. **Update on the County Fiber Pathways with City-County Information Technology Commission for broadband connections to NCHC from Safety Building to Health Service Center:** Corporation Counsel Stowe discussed the current fiber pathways, with connections to NCHC from the Safety Building to the Health Service Center, as City-County IT is creating a redundancy program. Langlade County has \$8500 budgeted for the project, and the bid for the lateral connection was \$8027. Stowe discussed the future possibilities with the fiber pathways.
13. **Update on the CDBG-CV Grant for the Northwoods CDBG Region:** Finance Director Resch explained the 1.4 million dollars grant for the Northwoods that can be used for renter's assistance, food banks, PPE purchases, broadband and more. Langlade County will be working with Economic Development Director Close to implement the program, as Langlade County will be eligible for 13% administration fees, shared with Economic Development. Information only.  
  
Motion by Pierce, second by Medo to excuse Scupien at 3:45 p.m. All ayes, motion carried.
14. **Update on Out of Home Placement Costs:** No printed report ready yet for October. Health and Social Services Director Barger explained the numbers as of today, with Social Services over budget as of the end of October, the Board transferring funding into the Social Services Budget and Barger noted the costs trending down based on current numbers. Information only.
15. **Consider authorization to purchase MiFi Unit for an employee to work from home, reimbursement from COVID funding:** Health and Social Services Director Barger explained the need for the MiFi Unit

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that will allow an employee to work from home due to COVID and they do not have internet at their home. The unit, estimated cost of \$20, with funding from COVID Grant money. Motion by Benishek, second by Shinnars to approve the purchase of a MiFi Unit with reimbursement from COVID Funding. All ayes, motion carried.

16. **Information Technology Update:** IT Director Paycer addressed the Committee, giving each member a copy of the Information Technology Priority list as of November 1, 2020, advising the Committee to concentrate on the project and not the projected cost as Technology changes daily. Paycer reviewed the completed 2020 projects and the 2021 proposed projects, highlighting that in 2024 replacing the AS400 applications. Paycer will continue to update the list and making her office aware of the current list. Paycer stated that Kronos upgrade will be going live December 18, with training for the employees and managers. Paycer will start printing tax bills the week of Thanksgiving. Information only.
17. **Finance Director's report regarding the finances of the County:** Finance Director Resch distributed a copy of the \$3.5 Million Borrowing, the \$525,000 Short Term Borrowing and the Summary of Expenditures and Revenues by Department as of October 31, 2020. Resch discussed the project progress from the \$3.5, as payments to RMS and 911 Upgrade are still pending, with IT funds remaining to be spent. Resch then discussed the short-term borrowing balance remaining, estimated at \$103,491.35, with the balance remaining in the committed for capital improvement fund. Chairman Medo discussed closing out these fund balances, getting the projects completed, with balances remaining to be used on other projects. Resch then discussed the 2020 Budget Preliminary Projection, with an estimated Projected Net Impact for 2020 budget shortfall of \$301,128.68. Resch discussed the Health Insurance Fund Balance. Discussion on the Workers' Comp Premium, as Langlade County experienced three bad years of workers' comp claims. Corporation Counsel Stowe discussed the prior claims, the current claims and training employees on safety issues, stating the Langlade County has to earn credits for safety.
18. **Review year to date departmental budgets of which Finance Committee has oversight of:** Resch discussed the Summary of Expenditures and Revenues by Department handout.
19. **Verify date of next meeting:** Chairman Medo discussed items to place on future agendas: oversight of the capital improvement projects regarding the borrowing for 2021; discuss cost reduction ideas to assist in balancing the budget; recreation fund and how to re-instate the fund; 2021 budget preparations in closed session. Also adding the public comment for future agendas. Benishek would like to review the Auditor Contract. Next meeting will be December 1, 2020 at 3:00 p.m.
20. **Adjourn the meeting:** Motion by Shinnars, second by Benishek to adjourn at 5:15 p.m. All ayes, motion carried.

Minutes transcribed and submitted by:  
Judy Nagel County Clerk/Recording Secretary