

MEETING MINUTES

Committee: Finance/Information Technology Committee
Date: Tuesday, September 29, 2020
Time: 1:00 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 1:00 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
Carol Feller Gottard	Supervisor	Ron Barger	Health & DSS Director
Tammy Wilhelm	County Treasurer	Reinhardt Balcerzak	Supervisor
Nate Heuss	Facilities Management Dir.	Art Lersch	Area Extension Director
Judy Nagel	Cty. Clerk/Recording Secretary	Joseph Novak	Supervisor
Doug Curler	Supervisor	Duane Haakenson	Zoning Administrator
Travis Krueger	Deputy	Angie Close	Economic Development Dir.
Todd Flannery	Citizen	Brian Braun	Highway Commissioner

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 August 4, 2020, August 17, 2020, August 26, 2020, September 14, 2020 and September 15, 2020:** Motion by Benishek, second by Pierce to approve the previous meeting minutes from August 4, 2020, August 17, 2020, August 26, 2020, September 14, 2020 and September 15, 2020. All ayes, motion carried.
6. **Recognition of others present and public comments on agenda items:** Supervisor Novak requests discussion on the Highway Department Funding that was to be used for ADA updates in the Highway Office area.
7. **Land Sales Update on parcels sold on Wisconsin Surplus and parcels that minimum bid was not received:** Treasurer Wilhelm and Clerk Nagel discussed the parcels: Parcels: 191-0076 and 008-1411 sold on Wisconsin Surplus. Motion by Scupien, second by Pierce to set minimum bid for Parcels: 004-0080.013 new minimum \$5000 and 201-2042 new minimum \$10,000, as they were not sold on

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Wisconsin Surplus. All ayes, motion carried. Discussion held. Motion by Pierce, second by Scupien to sell Parcel 014-0388.001 and 014-0388.002 setting a minimum bid of \$1500 for the two parcels, with a mandatory tear down within one year and Parcel 020.0288.002 minimum bid of \$1000, with a mandatory tear down within one year. All ayes, motion carried. Discussion on the parcels with payment plans. Motion by Pierce, second by Shinners to require Parcel 201-0379 to pay in full within two weeks. All ayes, motion carried. Discussion held. Motion by Shinners, second by Pierce to accept the offer by Todd Flannery on Parcels 014-0388.001 and 014-0388.002 of \$1500 with the condition of a mandatory tear down with one year. Not listing these parcels on Wisconsin Surplus. All ayes, motion carried.

8. **Discuss: Development Agreement and Terms of Sale for Tax Deed Properties:** Corporation Counsel Stowe discussed properties that Langlade County takes due to delinquent taxes and the buyer is not certain of what condition the property purchased is in. Further discussion of the process will be on the November Agenda in closed session.
9. **Discuss request from Maintenance Department regarding to use funding from Small Project Fund for LTE hours, which LTE hours, to be used for snowplowing and LED Conversion assistance:** Maintenance Director Heuss discussed the need for LTEs in the Maintenance Department. Discussion held. Motion by Benishek, second by Shinners to approve \$5000 for LTE hours to be used for LED Conversion, snowplowing, and as needed in the Maintenance Department. All ayes, motion carried.
10. **Update on \$3.5 Million Borrowing and \$525,000 Borrowing:** Finance Director Resch discussed the projects and progress, with input from Department Heads, as the funding is to be spent within three years. Discussion on the Highway Office Project, replacement of the 1936 building, architect fees, and project costs. Motion by Benishek, second by Pierce to approve using \$22,426.08 from the \$3.5 Million Borrowing for architect design fees and costs estimates for the Highway Office area. All ayes, motion carried.
11. **Discuss Langlade County Northwoods Community Development Block Grant \$2,000,000:** Economic Development Director Close discussed the grant opportunities. Information only.
12. **Discuss Langlade County's participation in the Broadband Technical Assistance Pilot Program:** Economic Development Director Close discussed the pilot program that will help with technical assistance to create a roadmap for the broadband expansion, with no commitment of money. Motion by Shinners, second by Pierce to approve Langlade County's participation in the Broadband Technical Assistance Pilot Program with Close as the contact and Clerk Nagel as the County Employee on the application. All ayes, motion carried.
13. **Discuss Fleet Vehicles acquired through Enterprise Fleet Management:** Discussion held on the two-year proposal from Enterprise, as the funding source cannot be borrowing. Information only.
14. **Discuss the Final FY2021 Proposed Budget:** Finance Director Resch distributed copies of the proposed FY2021 Budget. Chairperson Medo thanked the Finance Director and Department Heads for their involvement in the budget process. Motion by Pierce, second by Scupien to give preliminary approval of the FY2021 Budget and forward this to the County Board for adoption. All ayes, motion carried.
15. **Discuss proposed Resolution for Budget Enhancements for FY2021:** Discussed in #14, as a resolution will be drafted for County Board.

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16. **Discuss proposed Resolution for Capital Improvement Projects and Short-term borrowing for Government Obligation Debt:** Finance Director Resch discussed the borrowing options, interest rates, terms and closing costs. Motion by Pierce, second by Shinners to approve short-term borrowing for 2021 with People's State Bank, up to \$1.3 million. All ayes, motion carried.
17. **Discuss proposed Resolution for Service Groups: AVAIL, Boys & Girls Club, Humane Society and Economic Development:** Motion by Pierce, second by Scupien to approve 2021 funding for: AVAIL: \$17,000; Boys and Girls Club: \$12,000; Humane Society: \$3000; Economic Development: \$75,000. All ayes, motion carried.
18. **Discuss proposed Resolution for Economic Development for 2021 Funding:** Discussed in #17.
19. **Discuss virtual training for Finance Staff: WGFOA Webinar:** Finance Director Resch discussed the various webinar sessions that available for \$50 per session. Motion by Benishek, second by Scupien to approve the \$200 virtual training request for the Finance Staff, with funding in the budget. All ayes, motion carried.
20. **Update on Out of Home Placement Costs, per July Finance Committee Meeting:** Director Barger discussed the placement costs, which budget will be overbudget this month. Discussion held, as there is \$155,000 in the reserves. Motion by Pierce, second by Shinners to transfer \$711,000 from unassigned fund to the Social Services budget. All ayes, motion carried.
21. **Review the Langlade County 5-year Capital Improvement Plan (CIP):** Finance Director Resch distributed a copy of the 5-year CIP. Discussion only.
22. **Information Technology Update: IT Director Paycer:** Paycer discussed the projects in the IT Department: Cirinity is now primary provider, Charter is secondary, as the video conferencing is now Charter. Frontier has been discontinued. Kronos upgrade in moving forward, working with Finance Office on the implementation, as much of the upgrade is done remotely. 911 was live September 15, 2020 and the Shoretel to Mitel conversion is still pending.
23. **Finance Director's report regarding the Finances of the County:** Finance Director Resch discussed the grant dollars for 2020.
24. **At approximately 3:30 p.m., consider moving into closed session pursuant to Section 19.85 (1)(c)(f)(e), Wis. Stats., to review employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and/or to review financial, medical, social or personnel histories of specific persons, which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data; deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; to report status of cost reduction options for the 2020 & 2021 budgets.** Motion by Pierce, second by Benishek to move into closed session at 3:41 p.m. Voice vote: Pierce, aye; Benishek, aye; Medo, aye; Shinners, aye; Scupien, aye. Those remaining in closed session: Feller Gottard and Nagel. The Committee moved into closed session.
25. **At approximately 4:00 p.m., return to open session with possible action taken on any matters discussed in closed session.** Motion by Benishek, second by Scupien to return to open session at

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4:12 p.m. Action taken from Closed Session: Finance Chairman refers what was discussed in closed session to the Public Safety Committee.

26. **Review year to date departmental budgets of which the Finance Committee has oversight of:** No action taken.
27. **Verify date of next meeting:** November 2, 2020 at 3:00 p.m. in the County Board Room.
28. **Adjourn the meeting:** Motion by Benishek, second by Scupien to adjourn the meeting at 4:18 p.m. All ayes, motion carried.

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