

ADMINISTRATIVE & FINANCE MINUTES

March 9, 2017

~~2:00~~ 3:00 PM Room A231

The meeting was called to order at 2:00 p.m. by Chairperson West. The meeting was properly noticed. Roll call: West, Grabarski, Allen, Parr and Pisellini. Also present, Petkovsek, Wagner, Nollenberger (GOVHR), Darcy Long, Fahrenkrug, Pegler (Times Reporter), Segina and Barb Waugh. Motioned by Pisellini/Parr to approve the agenda. Motion carried by unanimous voice vote.

The Committee will convene in closed session per Wis. Stats. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on interviewing a candidate for the position of County Manager/Administrative Coordinator. The Committee will reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. Motioned by West/Grabarski to reconvene in open session at 3:41 p.m. All present but Long and Nollenberger. Also present, Collins, Zander, Tolley and McLaughlin.

No public participation and no correspondence.

Deviate to 17D-P & Z comprehensive plan: per Chairperson West. McLaughlin talked about the Planning & Zoning comprehensive plan needing \$20,000. Discussion was held prior to motion. Motioned by Pisellini/Allen to transfer \$20,000 from the Contingent Fund. Motioned carried by roll call vote, 3 yes, 2 no. Voting no, Parr and Grabarski.

Corp Counsel gave a handout and talked about citations, truancy and suicide prevention. Told us Tom Croke replaced William Loring as court commissioner.

Personnel director Kaye had previously given out her report as she would be absent for this meeting.

Treasurer Zander passed out her monthly report. Mentioned that the Drainage District is a new account. 12A-Discuss and/or act on investment/account possibilities. Motioned by Grabarski/Pisellini to renew 3 CD's and raise from \$600,000 to \$650,000 at Wisconsin Dells Bank, for 2 years at a better interest rate. Motion carried by unanimous voice vote.

Motioned by Grabarski/Parr to take \$3,000,000 from Local Government Investment Pool to open a new money market account at Farmers and Merchants Bank. Motion carried by unanimous voice vote.

12B-Discuss and/or act on perpetual care funds. Would like the funds go back to the townships by May 31, 2017, per statute repeal. No action taken, discuss next month.

MIS monthly report. McGhee had already given out her report as she may be absent today. Allen made mention that maybe Department Heads should be excused if they can't show up.

Parks Manager reports. Tolley told us Mark is at a show in Milwaukee. Petenwell Flowage is 4' low. McGhee present at 4:25 p.m.

Parr asked if there were complaints of rate increase, Tolley said not much and they pay anyway. Pisellini wanted an estimate of cost and date of the Petenwell Harbor project and have for April meeting. Deviate to 17A Park Ordinance #3-2015 per West.

Parr had many lines of wording that she thought need to be changed. Lines 211-212 to delete for non park users. Line 300-change or to and, line 301-change his to their, line 306-add manager or designee after park, line 482-delete of the following day, line 484 replace police w/patrol, line 497-delete whenever an arrest shall have been made or any violation shall occur, line 499-add and add handle all park civil actions.

Motioned by Grabarski/Parr to approve the changes and provide a clean copy to the County Board for the March meeting. Motion carried by unanimous voice vote.

17C-ATV/UTV development grants: Tolley asked to hold on the resolution until next month.

Deviante back to 13 MIS-McGhee talked about ECHO, talked of Revise & GovOffice program and plans to have a presentation done to make a decision of which to choose. She will make a list of counties that use these 2 programs and ask for their opinion.

McGhee left at 5:05 p.m.

17B-Financing space needs/building project: Petkovsek talked about having Mike Harringan from Ayres to counsel us about existing debt compared to now, how much to borrow, fund balance, increments for county to look at, 8-10-13 million dollars time line-get bond for 1 year and note payable for 2nd year with 1-2% interest. With bonding, tax payers not affected. Reminded that building costs go up 3-4% every year. Grabarski said what's the hurry, Allen would like Andy Philips to come and talk to County Board, Pisellini wants to know what it will really cost.

17H-Ethics: Heider has made proposed changes/updates that were given at March 6th meeting to the ordinance for review (copy included). Petkovsek would like the ordinance on April's county board meeting and to make sure auditors are aware it is being actively worked on.

17L-Department UGG Policies; CDBG (County Clerk), Health & Human Services, Emergency Management, Child Support and Parks. Motioned by Allen/Parr to approve all 5 policies. Motion carried by unanimous voice vote.

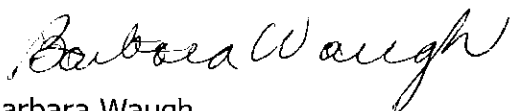
16 County Manager report: Petkovsek suggests for the county to stay with Schenck for auditing until auditors are more stable and compliant. Talked about the degrees the County Manager should have, Policy and Procedure is taking up much of her time. She passed out financial sheets for Feb. 2017 and Dec. 2016. Talked of ME Rogers helping unclaimed vets burials.

Identify upcoming agenda items: Perpetual care, updating County Board Rules, updating Administrative Policy, updating Employee Handbook, records retention, purchasing policy, reclassification policy process, Ethics ordinance, Resolution to Authorize Application for ATV/UTV Development Grants, Andy Phillips presentation.

Next meeting date will be April 7th at 9:00 a.m.

Motioned by Allen/Parr to adjourn at 5:42 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Barbara Waugh
Recording Secretary

These minutes have not been approved by the committee.