

FINANCE COMMITTEE MINUTES

COMMITTEE: FINANCE COMMITTEE
DATE: MONDAY, AUGUST 28, 2017
TIME: 6:00 PM
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Chairman Millan called the meeting to order at 6:00 p.m. and read the agenda.

ROLL CALL

Members Present: Connors, Dailey, Lukas, Marvin, Matuszewski, and Millan

Absent:

Others present: Nora Matuszewski, Shannon Boney, Mark Rinehart, Adam Snippen, Josh Bradley, & Dana Bailey

APPROVE AMENDED AGENDA

Motion by Marvin to approve the amended agenda as presented, seconded by Matuszewski. All present voting AYE. Motion carried.

APPROVE MINUTES FROM THE AUGUST 1, 2017 JOINT PERSONNEL, EXECUTIVE & FINANCE MEETING

Motion by Lukas to approve the minutes of the August 1, 2017 Joint Personnel, Executive & Finance meeting, seconded by Connors. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF I.T. CONTRACT EXTENSION FOR 2018-2019 WITH NAUNKCA

Motion by Lukas to approve the extension of the contract for 2018-2019, seconded by Dailey. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF MOVING FUNDS FROM THE INSURANCE BUDGET TO THE COUNTY CLERK BUDGET FOR NEO GOV SOFTWARE

Tabled for future agenda

DISCUSSION AND POSSIBLE APPROVAL OF CHILD SUPPORT PURCHASING PRINTERS AND A COPIER FOR THE DEPARTMENT

Motion by Marvin to allow the Child Support to purchase the copier and printers, not to exceed \$5500, seconded by Lukas. All present voting AYE. Motion carried.

DISCUSSION ABOUT THE LEAKS IN THE COURTHOUSE ROOF

Maintenance was in to explain that the leaks that were fixed by Culps are still an issue. They sprayed for the algae, which was also suggested by Culps and that also did not work. The committee asked Maintenance to follow up with Culps and have them come back and fix them.

DISCUSSION AND POSSIBLE APPROVAL OF REPLACING ALL KEYS AND LOCKS IN THE SOCIAL SERVICES DEPARTMENT AND OUTSIDE COURTHOUSE KEYS

Motion by Connors to approve replacing the keys and fobs in the amount not to exceed \$300, seconded by Dailey. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF FINANCIAL POLICY AND PROCEDURES FOR FOREST COUNTY FOR FULL COUNTY BOARD RESOLUTION

No Action, Tabled for review

PRESENTATION BY ADAM SNIPPEN FROM FOCUS ON ENERGY

Adam Snippen explained what Focus on Energy estimates the County can save on energy costs by changing bulbs in the Jail and ADRC building from fluorescent to LED. They have a promotion that pays for a portion of the cost of installing and changing over the bulbs. Maintenance will be able to do the change over which will be a significant savings. The steam traps need to be replaced for the boiler system, which we can also get a cost savings for replacing from Focus on Energy.

Motion by Connors to approve the installation and change over, with a quote on the Annex Building as well, seconded by Marvin. All present voting AYE. Motion carried.

CLOSED SESSION

Motion by Lukas to adjourn into closed session pursuant to Wis. Stat. §19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. This closed session relates to:

- Discussion on Deputy Sheriff's Contract Language
- Discussion with Jail Administrator on wages

Seconded, by Marvin. Roll call vote: Connors (AYE), Dailey (AYE), Lukas (AYE), Marvin (AYE), Matuszewski (AYE), and Millan (AYE). Motion carried.

RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION

Motion by Dailey to return into open session, seconded by Collins. All present voting AYE. Motion carried.

- Motion by Lukas to have Clerk submit revised language to the Labor Attorney for approval, then send to Sheriff Attorney for approval, seconded by Connors. All present voting AYE. Motion carried.
- No Action

DISCUSSION WITH JAIL ADMINISTRATOR ON SETTING UP DATE AND TIME TO DISCUSS MEDICAL CONTRACT

Tentative date September 11, 2017 at 4:30p.m.

DISCUSSION AND POSSIBLE APPROVAL OF PURCHASING TASERS FOR THE JAIL

Motion by Dailey to purchase two Tasers and ten cartridges out of the Jail Outlay, seconded by Marvin. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF ADRC FISCAL MANAGER

No Action

DISCUSSION AND POSSIBLE APPROVAL OF SOLAR SHADES FOR THE COUNTY CLERK'S OFFICE

Motion by Dailey to approve the purchase of the solar shades, seconded by Connors. All present voting AYE. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF SETTING DATES FOR WORKING ON THE 2018 BUDGET

Dates set for: September 11, October 3, October 4, and October 9.

ADJOURNMENT

There being no further business, motion by Matuszewski to adjourn, seconded by Dailey. All present voting AYE. Motion carried. Meeting adjourned at 9:14 p.m.

- These minutes are not official and are subject to change. They will be officially approved at the next scheduled Finance meeting.