

FINANCE COMMITTEE MINUTES

COMMITTEE:	FINANCE
DATE:	OCTOBER 25, 2022
TIME:	10:00 A.M.
PLACE:	FOREST COUNTY BOARDROOM

CALL TO ORDER

Chairman Lukas called the meeting to order at 10:00 a.m. and read the agenda.

ROLL CALL

Present: Anderson, Campbell, Chaney, Lukas

Absent: Gretzinger

Others Present: Nora Matuszewski, Ron Skallerud, Josh Bradley

APPROVE AMENDED AGENDA

Motion by Anderson to approve an amended agenda as presented, second by Campbell. all present voting (AYE). Motion carried.

APPROVE MINUTES FROM THE OCTOBER 13, 2022 FINANCE MEETING

Motion by Chaney to approve the minutes from October 13, 2022 Finance meeting, second by Anderson. All present voting (AYE). Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS

None

DISCUSSION WITH LAURIE LANEY – AMERICAN TOWER LEASE; POSSIBLE ACTION

Laurie apologized for telling the committee she would be able to get \$600 per month for rent.

The actual amount is \$1640 per year. With the renewal she will be able to get \$500 per month with a 2% escalation per year and \$100 per month for revenue share. The renewal was set for 2028, but American Tower is asking for renewal right now with an extension on the renewal of eight (8) – five (5) years terms. There were different options, but the committee chose to approve the above option. Laurie will submit the amendment right away today.

Motion by Chaney to accept the above offer, second by Campbell. All present voting (AYE).

Motion carried.

DISCUSSION AND POSSIBLE ACTION ON GREENWOOD PROJECT MANAGEMENT INVOICE

The Clerk brought the most recent invoice from Greenwood Project Management which included several invoices from JJ Carpentry for windows, etc. and a couple other vendors along with Hoffman's charges and mileage, which was approved by Jeff Musson. The amount of the invoice was over \$40,000 which is why the Clerk brought it to the committee.

Motion by Anderson to approve paying the invoice, second by Campbell. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON THE HUMAN SERVICE CENTER AND 2023 PAYMENT

The Human Service Center was issuing a refund on County contributions again for 2022 because they came in under budget. (\$55,555). Oneida County Administrative Committee voted to decrease their contribution in 2023 by \$200,000 so the Human Service Center Board chose to amend the 2023 budget because they felt the Oneida County Board would agree to the decrease and with that, decreased the contributions for 2023 instead of refunding the counties. The Clerk asked the committee if they would like to amend the proposed budget to decrease the contribution for 2023 according to the Human Service Center decision.

Motion by Campbell to decrease the budgeted contribution by \$55,555 for the 2023 budget year, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON EMPLOYEE APPRECIATION ITEM

Chaney spoke with Schaefer's and has ordered hams for the employees.

Motion by Anderson, second by Chaney to order 135 hams. All present voting (AYE). Motion carried.

UPDATE:

- General Obligation Debt

The balance as of October 25, 2022, reducing the full amount for SGT's and Greenwood invoices is \$192,238.07. Lukas wanted to make sure the \$300,000 for the dome which was moved to the Sheriff/Jail residence is not in the total. The amount proposed to be moved will be added in for the next update.

- Capital Outlay Projects

The balance in the Capital Projects is \$44,017.19.

DISCUSSION AND POSSIBLE ACTION ON AMENDING THE PROPOSED 2023 BUDGET SUMMARY:

- Digital Navigator grant

The positions were approved at the October 18, 2022 County Board and moving forward, so this needs to be added to the budget.

- Sheriff Department employee structure change

The positions and structure changes were approved at the October 18, 2022 County Board for 2023, so the budget will need to be adjusted with the changes.

- LATCF – Treasury Funds

The first amount of the Treasury Funds was received and 2023 will bring another substantial amount, this needs to be added to the budget.

- American Tower Lease

This was discussed and approved previously.

- Human Service Center

The Human Service Center will be adjusted per previous discussion.

The Clerk explained the above changes will not affect the levy; it will just decrease the amount needing to be taken from the General Fund.

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Motion by Campbell to make the changes and amend the proposed budget, second by Anderson. All present voting (AYE). Motion carried.

CLOSED SESSION: The committee may consider a motion to convene 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:

- Digital Navigator Employees and compensation

Motion by Anderson to convene into closed session, second by Chaney: Roll Call Vote: Anderson (AYE), Campbell (AYE), Lukas (AYE), Chaney (AYE). Motion carried.

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

Motion by Anderson, second by Campbell to reconvene to open session to take action, if appropriate, on matters discussed in closed session. All present voting (AYE). Motion carried.

Motion by Chaney, second by Campbell to pursue Digital Navigator additional funding for the County Clerk’s Office. All present voting (AYE). Motion carried.

FUTURE AGENDA ITEMS AND SETTING DATES

- American Tower lease agreement
- Financial Management Policy
- Digital Navigator Grant

ADJOURNMENT

There being no further business, motion by Anderson to adjourn, second by Chaney. All present voting (AYE). Motion carried. Meeting Adjourned at 11:48 a.m.