

FINANCE AND PERSONNEL COMMITTEE

July 1, 2014

The Finance and Personnel Committee met on Tuesday, July 1, 2014, at 9:00 a.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: Jeanetta Kirkpatrick, Bob Bellman, Fred Clary, Tom Crofton, Gaylord Deets, Larry Sebranek and Lew Van Vliet.

Others present included: Victor Vlasak, County Clerk; Stacy Kleist, Clerk of Circuit Court; Pat Metz, Health and Human Services Director; Kathy Cianci, Pine Valley Administrator; Barb Scott, MIS Director; Chris Glasbrenner, Pine Valley Pine Valley Human Resources Director; Darin Gudgeon, EMS Director; Paul Klawiter, Real Property Lister; Tom Hougan, Chief Deputy Sheriff; Bob Frank, Sheriff's Department Lieutenant; and Carol Wirth, Wisconsin Public Finance Professionals, LLC.

Committee Chairman Kirkpatrick called the meeting to order.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by mail or email to all Committee members, a copy was posted on the Courthouse Bulletin Board, a copy was faxed to The Richland Observer, a copy was emailed to WRCO and copies were emailed to all County Department Heads.

Motion by Crofton, second by Bellman to approve the agenda. Motion carried.

Motion by Van Vliet, second by Crofton to approve the printed copies of the minutes for the meeting held on June 3, 2014. Motion carried.

Pat Metz addressed the Committee regarding his ability to accrue compensatory time while serving as the Interim Health and Human Services Director and also performing the duties of the Business Manager position. The Health and Human Services Board recommended approval. Motion by Crofton, second by Bellman that Mr. Metz have the ability to accrue compensatory time while serving as the Interim Director. Motion carried.

Paul Klawiter presented a letter from County Treasurer Julie Keller in which she requests that part-time Assistant Property Lister Tim Dahlen, who was hired on January 21, 2014, be given regular county employee status. Handbook language at the time of Mr. Dahlen's hiring required that he serve a 910 hour probationary period. An amendment to the Handbook in March changed the probation period length to be not less than six months in duration. Motion by Crofton, second by Deets to present a resolution waiving the 910 hour requirement and approving paying Mr. Dahlen at the after-probation rate for his position. Motion carried.

Barb Scott addressed the Committee requesting approval to contract with the Southwest Wisconsin Workforce Development Board from August 1, 2014 to January 1, 2015, for a limited term, 24 hour per week, employee to assist the MIS Department due to increases in the workload in the department. The Committee discussed the need for the MIS Department to develop a priority list for

projects that the Department has been asked to complete. Also discussed was giving County departments the ability to make updates to their information on the web site, thus relieving the MIS staff of these responsibilities. Motion by Crofton, second by Bellman to approve the request with funding currently in the MIS budget. Motion carried.

Carol Wirth presented information on short-term financing available from the State Trust Fund Program to cover preliminary costs of design and construction of the proposed new facility at Pine Valley. The loan would be in the amount of one million dollars at an interest rate of 2.5%. Funds from the loan could be drawn on, as needed, to cover the cost of the design phase of the replacement facility. The principal and interest on the loan would come due on March 15, 2016. No payments would be required until that date. The loan would reimburse Pine Valley for design costs incurred to date and be used to pay the remaining costs through the design period. The funds would be retained by Pine Valley to either be applied to the repayment of the loan or to reduce the amount borrowed for the replacement facility. A resolution approving the short-term financing would require a 3/4 vote of approval of the County Board members elect (16). Motion by Crofton, second by Van Vliet to present a resolution for approval to borrow one million dollars from the State Trust Fund Program. Motion carried.

Motion by Crofton, second by Sebranek to approve payment, from the Electronic Access Fees Fund, of an invoice from MSA Professional Services in the amount of \$1,041.00 for professional services from March 2, 2014 to June 14, 2014 for Richland County GIS Web Hosting. Motion carried.

Bob Frank and Barb Scott addressed the Committee regarding resolutions adopted by the County Board designating Tech Com, Inc. as the local telephone service provider for all County departments and designating Verizon as the provider of cell phone service. Bob explained situations where access to other providers is needed. Motion by Sebranek, second by Bellman to approve going with the service that provides the best service and lowest cost for all land lines for the Sheriff's Department. Motion carried.

Bob Frank addressed the Committee requesting approval for the Sheriff's Department having a separate billing from the cell phone providers for confidentiality reasons. Motion by Crofton, second by Deets to approve the request for a separate account. Motion by Crofton, second by Deets to amend the motion to allow the Sheriff's Department, for short-term testing purposes, access to temporary cell phone services with providers other than US Cellular and Verizon. Motion carried.

Barb Scott addressed the Committee regarding the renewal of computer antivirus licensing and notification received that the County is over deployed for licensing by 64 licenses. 64 licenses are available through Jcomp Technologies, Inc., for \$2,817.92 for one year or \$5,071.36 for three years of protection. The County's 245 computers, plus 21 servers, all need the licensing. Motion by Clary, second by Bellman to approve purchasing the 64 Symantec End-Point Protections for Government for Three Years Essential Maintenance at a cost of \$5,701.36, with departmental license updates to occur on a 1/3 rotation and with the cost of the licenses being billed to each of the individual departments. Motion carried.

The Committee discussed Corporation Counsel Southwick's comments regarding the proposed consulting agreement with M3 Insurance Solutions, Inc. Clary will contact Kevin Clougherty regarding Mr. Southwick's comments on the proposed agreement.

The Committee discussed Corporation Counsel Southwick's suggestions regarding the eviction of Ms. Cornell from the property in the Village of Viola on which the County has taken a Tax Deed. Chairman Kirkpatrick referred the suggestions to the Property Committee.

Chairman Kirkpatrick explained coverage issues that have development with the change of dental carriers. Under the Blue Cross policy, coverage was provided for crown build ups and for teeth colored fillings for back teeth. Delta Dental has been contacted regarding the coverage issues.

The Committee discussed the proposed agreement from Neighborhood Housing Services for a grant of County funds in the amount of \$20,000.00. Motion by Van Vliet, second by Crofton to provide Corporation Counsel Southwick with suggested language for a document, based upon an outline provided by Crofton, and that the document be presented to NHS before it is presented to the County Board for approval. Motion carried.

Motion by Crofton, second by Deets to approve the appointment of Gregory Myszkowski, Mark Staum and Joseph R. Hinke to the Revolving Loan Fund Committee. Motion carried.

Chairman Kirkpatrick noted the receipt of notification from the Richland County Deputy Sheriff's Association that they wish to commence bargaining for a successor agreement.

The County Clerk presented information regarding the proposal to make changes to Nationwide Retirement Solutions Deferred Compensation Plan. Committee members suggested that the proposal be reviewed by someone with expertise in the area.

Motion by Bellman, second by Crofton to go into closed session under section 19.85 (1) (c) (f) of the Wisconsin Statutes for discussion of a probationary period extension recommendation and a request for a leave of absence and that the County Clerk and Highway Commissioner be allowed to remain for the closed session. Roll call vote. AYES: Van Vliet, Sebranek, Clary, Kirkpatrick, Deets, Bellman, Crofton. Ayes 7. Noes 0. Total 7. Motion carried.

Motion by Crofton, second by Bellman to return to open session. Motion carried.

Chairman Kirkpatrick reported that a suggestion has been made that the members of the County Finance and Personnel Committee periodically attend meetings of the Richland Towns Association. The next meeting of the Towns Association is scheduled for August 27th.

Motion by Kirkpatrick, second by Crofton to adjourn. Motion carried. The meeting adjourned at 12:12 p.m.

Victor V. Vlasak
Richland County Clerk