

## FINANCE AND PERSONNEL COMMITTEE

December 1, 2015

The Finance and Personnel Committee met on Tuesday, December 1, 2015, 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.

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

Others present included: Victor Vlasak, County Clerk; Sheriff Jim Bindl; Julie Keller, County Treasurer; Pat Metz, Health and Human Services Director; Denise Hanold, Symons Recreation Complex Director; Carla Doudna, Fair and Recycling Coordinator; Bob Frank, Road Patrol Lieutenant; Wes Starkey, President of the Richland County Deputy Sheriff's Association, Local No. 253; and Barb Scott and Jason Marshall, MIS Department.

Chairman Kirkpatrick called the meeting to order.

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

Motion by Van Vliet, second by Sebranek to approve the amended agenda. Motion carried.

Motion by Sebranek, second by Bellman to approve the printed copies of the November 3<sup>rd</sup> meeting. Motion carried.

Carla Doudna addressed the Committee regarding funding needed to cover expenses not covered by the grants for the agricultural clean sweep (\$3,000.00) and the household hazardous waste clean sweep (\$5,115.00). The total cost of the clean sweeps was \$15,688.80. \$920.00 in fees was collected. \$6,653.80 is needed to cover the remaining costs associated with the charges of \$15,102.26 from Veolia Environmental Services of Menomonee Falls, Wisconsin. Motion by Crofton, second by Sebranek to present a resolution for approval of a transfer of \$6,653.80 from the General Fund. Motion carried.

Doudna distributed copies of a proposal to pay fair judges a flat rate for their services instead of treating them as employees subject to withholding taxes. The judges' status of being either an independent contractor or an employee was discussed. Currently the judges are paid \$50.00 for the first four hours worked, plus mileage and \$8.00 per hour for every hour worked beyond the four hours. Motion by Crofton, second by Bellman to send the flat rate proposal back to the Fair and Recycling Committee with a recommendation that an increase be considered to the current amounts paid instead of the flat rate and that the proposed increases be brought back to the Finance and Personnel Committee. Motion carried.

Denise Hanold addressed the Committee requesting that the County's half of the repair cost in the amount of \$2,475.59 to repair two boiler pumps be paid from the Symons Capital Improvement Fund. Hanold explained that the boiler pumps were scheduled for replacement as a part of the total boiler replacement project. The project, however, has been put on hold because of a recommendation that changes be made to the plans that were developed for the bidding process. Motion by Bellman,

second by Sebranek to present a resolution for approval of the payment of the County's half of the invoice from the Symons Capital fund. Motion carried.

Hanold addressed the Committee requesting that the job description for the Weekend Maintenance Custodian position be changed by removing the word "Weekend". Motion by Sebranek, second by Bellman to present a resolution for approval of the request. Motion carried.

Barb Scott addressed the Committee requesting approval for the replacement of the POLYCOM unit in the jail. A quote in the amount of \$3,095.00 was received from AVI Systems, Inc., Madison, for the equipment (\$3,054.00) plus shipping costs (\$41.00). Scott explained that the unit in the courtroom is functioning properly but that the unit in the jail has to be rebooted regularly to work. Sheriff Manning indicated the costs associated with the replacement unit could be considered a jail improvement which could be paid for from the Jail Assessment Fees Fund. Motion by Van Vliet, second by Clary to refer the request for replacement of the unit to the Law Enforcement and Judiciary Committee. Motion carried.

Jason Marshall explained a hack that took place on the County's web site. Airstream actually hosts the County web site on their server. Genuine Telecom is covering the costs associated with restoring service to the County's web site.

Pat Metz explained corrections that need to be made to Resolution No. 15-128 Relating To Changing The Clinical Services Unit Of The Department of Health And Human Services. 3. The name Linda Kidd needs to be changed to Linda King. 4. The wage rate of Charlene Gald needs to be changed from \$28.59 to her current rate of \$29.69. 6. Erin Miess is actually being paid at the job rate for her position and not the probationary rate as of the date the resolution was adopted. Motion by Crofton, second by Bellman to approve the amendments. Motion carried.

Motion by Clary, second by Crofton to postpone the agenda item regarding the compensation for the deputy coroners. Motion carried.

The Committee discussed the proposals received from Risk Management Concepts and Gander Consulting Group, LLC to provide property and casualty risk management and insurance consulting services. Motion by Crofton, second by Bellman to present a resolution for approval to accept the lowest bid of Gander Consulting Services, LLC of Madison to provide the services in 2016 at a maximum fee of \$15,000,000. Motion carried.

The Committee reviewed two claims from the Town of Sylvan for services provided by the Richland Rural Fire District. The first claim in the amount of \$800.00 is for a Fire District response to an accident on September 8, 2014 in which a baler owned by Troy Clary overturned at the intersection of West US Highway 14 and Bosstown Lane. The second claim in the amount of \$600.00 is for a Fire District response to an accident on November 20, 2014 in which a vehicle owned by Caleb Scharpf went off the roadway at the intersection of West US Highway 14 and Barrett Lane. Motion by Crofton, second by Van Vliet to refer the claims to Corporation Counsel Southwick for review and a response as to the County's obligation to pay the claims. Motion carried.

Julie Keller addressed the Committee regarding a chargeback notice received from the Department of Revenue indicating that \$1,750.16 in property taxes for 2014 is due to the City of Richland Center as a result of an assessment error whereby Charter Communications digital cable

television equipment qualifies as tax exempt. Motion by Clary, second by Crofton to approve payment from the Real and Personal Property Tax Charge Back Account. Motion carried.

Motion by Crofton, second by Sebranek to present a resolution for approval to enter into a contract with Johnson Block and Company, Inc. of Viroqua for audit and accounting services for the County for 2015. Motion carried. The firm proposes to charge for this work at its usual hourly rate, plus expenses, and the firm has estimated that its fee for the base audit will not exceed a range between \$27,400 and \$29,100.

Wes Starkey and Bob Frank presented a proposed Memorandum of Understanding between the County and the Richland County Deputy Sheriff's Association, Local # 253, Wisconsin Professional Police Association/Law Enforcement Employee Relations Division, relating to a temporary change in a number of work-related matters for the period from January 31, 2016 to June 25, 2016. The change in the matters is a result of proposed work schedule changes by going from an 8.5 hour per day to a 10 hour per day shift. Motion by Clary, second by Van Vliet to present a resolution for approval of the proposed MOU and that language be added to the MOU stating that if management has a problem with the proposed schedule, they have the right to revert back to the original contract agreement. Motion carried.

The Committee discussed the proposed resolution regarding the purchase of a parcel of real estate in the Town of Richland for a sand pit for the Highway Department. The resolution would grant authority to the Highway and Transportation Committee to establish the County's offering price for the purchase without further County Board approval. Committee members objected to language in the resolution indicating that the Finance and Personnel Committee is presenting the resolution because requests by Committee members for additional information have not been answered. Motion by Van Vliet, second by Crofton to postpone action on the resolution until the January meeting of the Finance and Personnel Committee so that the final appraisal from the owner can be provided to the Finance and Personnel Committee, in closed session, and a business plan is provided to rationalize the purchase. Motion carried.

The next meeting is scheduled for January 5, 2016, at 9:00 a.m.

Motion by Crofton, second by Bellman to adjourn. Motion carried. The meeting adjourned at 11:14 a.m.

Victor V. Vlasak  
Richland County Clerk