

FINANCE AND PERSONNEL COMMITTEE

May 7, 2019

The Finance and Personnel Committee met on Tuesday, May 7, 2019, at 9:00 a.m., in the Conference room, located on the community Services Building, 221 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: Jeanetta Kirkpatrick, Marty Brewer, Buford Marshall, Shaun Murphy-Lopez, Larry Sebranek and Don Seep. Linda Gentes was absent.

Others present included: Victor Vlasak, County Clerk; and elected officials, department heads and employees.

Committee Chair Kirkpatrick called the meeting to order.

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

Motion by Brewer, second by Sebranek that the agenda be approved. Motion carried.

Motion by Marshall, second by Murphy-Lopez that the printed copies of the minutes for the April 22nd meeting be approved. Motion carried.

Russell Mohns, Specialty Engineering Group LLC, presented his assessment of the damages sustained to County buildings by the April 13, 2018 hail event. The estimated construction costs are as follows:

- \$ 30,700	Fairgrounds
- \$ 273,500	Community Services Building
- \$ 208,000	Courthouse Complex
- \$2,715,000	UW Richland
- \$3,227,200	Total

Mr. Mohns noted that quantifying hail damage to a rubber membrane is difficult. Hail damage is evident on the skylights on the south half of the roof of the Community Services Building. The hail appears to have fractured the adhesive seams. There is also damage to the APIS.

The insurance company is recommending the spot repair of the asphalt shingles on the courthouse complex. Mr. Mohns noted that there is also dimpling to the metal roof from the hail. There are also tile missing from the concrete roof. Mr. Mohns is calling for the total replacement of the asphalt shingles.

Mr. Mohns is recommending replacement of the metal roofs at the campus. Discussion took place regarding replacing the damaged copper roofs with new copper or replacing them with metal with the appearance of copper.

Mr. Mohns reported that there is substantial damage to the conservation building at the fairgrounds that will need to be addressed before the roof on that building is replaced. Damages to the metal roofs at the fairgrounds is cosmetic. The insurance company has included in its estimates replacement of all of the roofs at the fairgrounds.

The Committee discussed the process for making the repairs. Motion by Murphy-Lopez, second Marshall to move forward with Mr. Mohns creation of a bid package for items undisputed with the insurance company and that he work with the insurance company on the items in dispute and report back to the Finance and Personnel Committee. Discussion followed. The motion and second were withdrawn.

Motion by Murphy-Lopez, second by Seep that Mr. Mohn's have a conversation with the insurance company regarding the disputed items and from that conversation prepare bid specifications for the Committee to review on June 4th. Motion carried. A performance bond will be required. Corporation Counsel Southwick will review the bid specifications before they are sent out. Mr. Mohns will prepare the AIA contract on the County's behalf and submit it to Mr. Southwick for review.

The Committee recessed for ten minutes at this point.

Denise Lins, Symons Recreation Complex Director, addressed the Committee regarding plans for an addition to the Complex. The Symons Foundation paid \$5,000 towards the cost to have Jewell and Associates draft initial plans for the addition. The estimated cost of the addition is two million dollars. The cost of the addition would be paid for with donations received over a period of three years. Ms. Lins is requesting that the County borrow the funds for the construction of the addition. CDBG funding may be available for a portion of the cost of the addition because part of the project will make both the Complex and the campus gymnasium ADA accessible. Carol Wirth, Wisconsin Public Finance Professionals, will be contacted for advice regarding the possible borrowing.

Barb Scott, MIS Director, requested approval for the purchase of a switch in the amount of \$2,658.50 from JComp Technologies. The switch is the main point of entry to the courthouse for all servers and the internet. The switch is eleven years old and in need of replacement. Funds for the purchase are in the MIS budget. Motion by Brewer, second by Sebranek that the request be approved. Motion carried.

Karen Knock, Veterans Service Officer, addressed the Committee requesting approval of a contract with the Southwest Wisconsin Workforce Development Board, Inc. for a person to assist Assistant Benefit Specialist Joann Scribbins while Ms. Knock is on active duty in Afghanistan. Ms. Scribbins would be working full-time during Ms. Knock's absence. Corporation Counsel Southwick has reviewed the contract and recommended changes. Not all of the Corporation Counsel's recommended changes were incorporated in the final contract. The Veterans Service Commission approved the contract and decided to forego the rest of the Corporation Counsel's recommendations. Motion by Sebranek, second by Marshall that the contract be approved. Motion carried.

Resolution No. 18-10 implementing the Pay Plan and the placement of newly hired employees on the plan will be discussed by the department heads when they meet on May 20th.

Notification was received from the auto physical damage insurance provider, Integrity Insurance, that the deductible will be increased from \$1,000 to \$5,000 when the policy renews on July 1, 2019 due to the high number of claims for the 2016-2019 policy period.

The property insurance policy with the Municipal Property Insurance Company currently has a \$2,500 deductible. Increasing the deductible would result in a premium savings of \$3,059.00. Motion by Sebranek, second by Marshall to increase the deductible to \$5,000 effective with the policy renewal on July 1, 2019. Motion carried.

Chair Kirkpatrick reviewed the changes that have been negotiated to the Tri-County Airport Operation Agreement. Motion by Seep, second by Murphy-Lopez to present a resolution to the County Board for approval of the new airport operation policies. Motion carried. The changes are as follows:

- Quarterly financial reports will be made to the Iowa, Richland and Sauk County Boards.
- The levy will be split 49% for Sauk County, 25.5% for Iowa County and 25.5% for Richland County.
- Failure by a county to meet their annual funding allocation could result in a resolution for their expulsion.
- The number of members on the Commission will change from three to seven. Each county will have two members and one member will come from airport users.
- Votes by Commissioners will be weighted. Sauk 24.5% each member, Iowa 12.5% each member, Richland 12.5% each member and airport user member 1%.

The U.W. Platteville-Richland Committee is recommending various line item transfers in the December 31, 2018 Outlay budget. After the transfers, \$14,304.06 will remain in the Grounds line item to be carried over for use in the 2019 budget. Motion by Brewer, second by Sebranek that the line item transfers be approved. Motion carried.

The Committee discussed formulation of the 2020 budget. Budgets will include an anticipated 7% increase in health insurance premiums. With the exception of the Highway Department and Pine Valley, departments must budget for 27 pay periods in 2020. Departments are to forward their budgets to the County Clerk's office by Thursday, July 18th. The Committee will review the 2020 budget summary at their August 6th meeting.

Copies of reports as of April 30, 2019 for investments, cash trial balance and cash balance history were distributed to Committee members.

Motion by Sebranek, second by Marshall to adjourn. Motion carried. The meeting adjourned at 11:50 a.m.

Victor V. Vlasak
Richland County Clerk