

**WAUPACA COUNTY FINANCE/HUMAN RESOURCE/INFORMATION TECHNOLOGY COMMITTEE
MINUTES – SEPTEMBER 14, 2016**

Chair Federwitz called the meeting to order and gave the open meeting statement with the following members present: Chair Federwitz, Suprs. Barrington, Craig, Fleese, G. Murphy, Penney, Neumann and Co. Bd. Chr. Koeppen. Others present: Brad Hardel, Al Kraeger, Mike Mazemke, Fred Zaug, Mary Kay Poehlman, Dave Thiel, Ryan Brown, Jessica Beckendorf, Brian Haase, Clyde Tellock, Casey Beyersdorf, Diane Meulemans, Brent Wyland, Jack Barry, Ron Hansen, Jeff Siewert and Judge Huber

REVIEW AND APPROVE AGENDA. MOTION: Supr. Barrington moved and Supr. Penney seconded the motion to approve the agenda. The motion carried without a negative vote.

MINUTES OF PREVIOUS MEETINGS –August 11, 2016 & September 12 2016. MOTION: Co. Bd. Koeppen moved and Supr. G. Murphy seconded the motion to approve the meeting minutes. The motion carried without a negative vote.

PUBLIC COMMENT: None presented

1. Drug Court Resolution and Update – Judge Huber, Judge Clussman and Kaye Thompson presented a resolution for the creation of a Drug/Treatment Court and update on other counties that have similar courts in the State of Wisconsin. Waupaca County is one out of 8 counties that doesn't have a drug court. Discussion on having a contracted employee for the Drug Court Coordinator for consulting and contracting. Federal grant applications were discussed. They spoke that a Judge would oversee the program and the contracted worker along with a committee of jurisdiction, DHHS or LIES&S Committee. **Motion:** Supr. Neumann moved and Supr. Fleese seconded the motion to postpone this decision until no later than November 8, 2016. The motion carried without a negative vote.
Co. Bd. Chr. Koeppen was excused from the meeting at 9:50 a.m.
2. Waupaca County Economic Corporation – Dave Thiel. Dave explained that the Department of Administration took over the RLF Program.
 - a. Revolving Loan Funds – Clintonville Foods (dba Amico's) Neumetal Corp., Flavor 8 Bottling and Spirit Implements, these companies have unfortunately failed to meet all the standards. **Motion:** Supr. Craig moved and Supr. Barrington seconded the motion to write off the revolving loan fund in the amount of \$125,000 for these named companies and forward to the full county board for action. The motion carried without a negative vote.
 - b. Discussion on Butler-Wilson Development and Utility Tool & Trailer. Our Corporation Counsel office is assisting Dave Thiel on trying to pursue a payment back on this loan. Dave informed the committee on Waupaca County Utility Tool and Trailer that HUD is requesting \$250,000 refund to the HUD Program, we have already paid back \$146,000 to the program and will pay the remaining amount back.
3. Sheriff's Dept. Chief Deputy Al Kraeger – Copier usage update, they have made 384,324 copies, it has worked extremely well for their department. The contract is due on November 5, 2016 and the premium has decreased.
4. Treasurer's Report – Clyde Tellock. Cash on hand of \$1,535,315.00. Reviewed: Investments, Tax Certificates, County Sales Tax, Interest on Delinquent Taxes, and Interest on Investments. The Treasurer's Report was placed on file.
5. Information Technology Dept. Report – Brent Wyland. Brent gave the IT Monthly Report – update on Committee Meeting. The Ipads have been ordered and training will begin soon. Spoke about if supervisors don't have internet there are several locations such as libraries, city halls that have Wi-Fi available.
 - a. IT HIPAA RFQ's these have been reviewed by Corporation Counsel, IT and County Clerk and will be rewarding the contract shortly.
 - b. Monthly Bills. **Motion:** Supr. Craig moved and Supr. Penney seconded the motion to approve the monthly bills for IT. Motion carried without a negative vote.

6. Human Resource Department Report – Amanda Welch, Director
 - a. Monthly Report – Recruitment; wage/benefit issues; Labor Relations; and Unemployment Compensation. This report is on file in the Clerk’s office with these minutes in its entirety.
 - b. Associate Financial Group – Jay Scott, Health Insurance Update. Jay reviewed the wellness program for Waupaca County and updated the committee on the 2016 insurance program. Waupaca County should be able to keep the insurance for 2017 at a 0% increase.

7. County Clerk:
 - a. Approve/Deny County Board Claims:
 - i. Per Diem & Mileage Allowance, \$15,929.79 for the month of August. **Motion:** Supr. Barrington moved and Supr. G. Murphy seconded the motion to approve the per diem and mileage allowance. Motion carried without a negative vote.

8. Finance Director Heidi Dombrowski - Finance Director’s Report
 - a. 2016 Budget Review – Finance Director Dombrowski stated that we are over Policy with \$5,089, 954.00 to date.
 - b. Overview / Update on the 2017 Budget. Budget was reviewed without any new positions or reclassifications listed yet.
 - c. Voucher Approval. **Motion:** Supr. Craig moved and Supr. Neumann seconded the motion to approve the monthly vouchers. The motion carried without a negative vote. Chr. Koeppen was excused from the vote.

9. Adjourn. **Motion:** Supr. Penney moved and Supr. Flease seconded the motion to adjourn the meeting at 12 noon. The motion carried without a negative vote, meeting adjourned.

Mary A. Robbins
Waupaca County Clerk