

**WAUPACA COUNTY FINANCE & HUMAN RESOURCE  
COMMITTEE MINUTES – November 8, 2017**

Vice Chair Barrington called the meeting to order at 9 a.m. and gave the open meeting statement with the following members present: Suprs. Craig, Fleese, G. Murphy, Neumann, Penney, and Co. Bd. Chr. Koeppen. Chair Federwitz was excused. Others present: Amanda Welch, Brent Wyland, Heidi Dombrowski, Jill Lodewegen, Mark Sether, Diane Meulemans, and Sheriff Hardel.

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

**MINUTES OF PREVIOUS MEETINGS – MOTION:** Co. Bd. Chr. Koeppen moved and Supr. G. Murphy seconded the motion to approve the minutes of the October 25, 2017 meeting. The motion carried without a negative vote.

**PUBLIC COMMENT:** None presented

**1. Res. No. 27 (2017-18) Budget Amendment – Sheriff Department**

- a. Sheriff Hardel gave an overview regarding the need to amend the 2017 budget by \$200,000 to provide upgrades to the E911 Dispatch System **Motion:** Supr. Craig moved and Co. Bd. Chr. Koeppen seconded the motion to approve Resolution No. 27 (2017-18) and forward to County Board. The motion carried without a negative vote.

**2. Finance Director's Report - Heidi Dombrowski**

- a. Heidi asked if there were any additional questions by the committee or brought to the committee regarding the 2018 Budget. None were noted.
- b. Res. No. 28 (2017-18) Set 2018 Tax Levy Rate. **Motion:** Co. Bd. Chr. Koeppen moved and Supr. Neumann seconded the motion to approve Res. No. 28 (2017-18) and forward to County Board. The motion carried without a negative vote.
- c. Heidi brought to the attention of the committee that due to Lakeview Manor Nursing Home being Vacant, coverage changes with our current plan. She noted a couple options for insuring with the lesser of the two plans having a building value of \$9,000,000. The committee asked her to look into coverage with a value of both 3 and 6 million and report to the committee next month.
- d. Heidi provided a report for the 2017 Budget Update as of October. The report is on file with these minutes.
- e. Monthly Vouchers. **Motion:** Supr. Craig moved and Supr. G. Murphy seconded the motion to approve the monthly vouchers and Chr. Koeppen abstained from the vote. Motion carried.

**3. Treasurer Report – Mark Sether Treasurer**

- a. Mark reviewed: Investments, Tax Certificates, County Sales Tax, Interest on Delinquent Taxes, and Interest on Investments. The Treasurer's Report was placed on file.

**4. Information Technology Dept. Report – Brent Wyland Director.**

- a. Brent gave the IT Monthly Report. He updated the committee on current projects that had been discussed at the IT monthly meeting.

- b. Monthly Bills. **Motion:** Supr. G. Murphy moved and Supr. Penney seconded the motion to approve the monthly bills for IT. Motion carried without a negative vote.
5. Human Resource Department Report – Amanda Welch, Director/Administrative Coordinator
- a. Monthly Report –Recruitment; wage/benefit issues; Labor Relations; Unemployment Compensation; and Lakeview Manor updates. The Human Resource Report was placed on file.
6. County Clerk – Jill Lodewegen
- a. At last meeting a question was asked why some municipality did not receive any Dog Compensation Reimbursement, and it was noted that there was no request received from them nor are they required to request for payment.
  - b. WI County Mutual Insurance Renewals. **Motion:** Co. Bd. Chr. Koeppen moved and Supr. G. Murphy seconded the motion to renew liability insurance with Wisconsin County Mutual keeping a \$10,000 deductible. The motion carried without a negative vote.
  - c. Approve/Deny County Board Claims:
    - i. Per Diem & Mileage Allowance for the month of October is \$18,912.70. **Motion:** Supr. Craig moved and Supr. Neumann seconded the motion to approve the per diem and mileage expenses. Motion carried without a negative vote.
7. Adjourn. **Motion:** Co. Bd. Chair Koeppen moved and Supr. Craig seconded the motion to adjourn at 10:00 a.m. The meeting adjourned.

Jill Lodewegen  
Waupaca County Clerk