

## MINUTES OF THE FINANCE AND COMPUTER COMMITTEE MEETING

August 7, 2017  
County Board Room

Meeting called to order by Chairman Jerry Niles.

Present: Tim Cottingham, Roy Granger, Denise Giebel, Mike Hunkins, Katie Steinke, and Lori Chipman.

Motion Granger, second Cottingham, to approve the minutes of the July 10 meeting. Motion carried.

Motion Cottingham, second Granger, to approve the monthly vouchers. Motion carried.

Barb Theis, Health Officer, was present to request a used computer for an Americore worker she has in her office. This person will not be a county employee, they are paid under a grant. This person works under Barb's direction for the farm to school program and needs a computer to do the job. Motion Cottingham, second Granger, to allow a used computer from IT for the Americore worker. Motion carried.

Brent Oleson, Sheriff, and Michelle Lobenstein, Dispatch Supervisor, were present to discuss the Sheriff's software. They looked at a couple of different packages and decided that Spillman met their needs the best. The other package costs \$229,700 and Spillman costs \$407,688. Spillman will meet their needs for the long run and is the largest vendor in Wisconsin. Their package interfaces with the State and they have a large user group in the State as well. The maintenance costs are \$44,866 per year after the first year from the go live date. They are offering an annual payment plan of approximately \$80,000 per year for 5 years with no interest for the purchase of the package. The Sheriff's Department will bring a final proposal to the next Finance Committee meeting.

Char Norberg, Aging Unit Director, was present to discuss an emergency request for the elderly nutrition program. The County switched to CBM Foods for the contract meals for 2017. Char has consistently had issues with the food quality and has had no luck in dealing with CBM. GWAAR (area agency on aging) did a food quality check last week and found that CBM was not meeting food grade specifications for the elderly meal program. The contracts for 2018 have been bid and the costs are higher than budgeted for 2017. Char will be working with the vendor for Mauston to see if she can enter the contract early. Motion Cottingham, second Granger, to allow the Aging Unit to develop a new contract for the meal program to replace CBM and to bring the costs to the September Finance Committee meeting for approval and then to the County Board if needed. Motion carried.

Brian Loyd, Forestry and Parks Administrator, was present to discuss funding for a bike plan. In December, 2015, the County was approached by North Central Regional Planning for a bike plan. They had a \$32,000 grant from the DOT and asked Juneau County to commit \$2,000 as match to the project. This was approved by the Forestry and Parks Committee. NCRP is now asking for the match dollars, which were never budgeted. Motion Niles, second Granger, to approve the request of up to \$2,000 to be paid for with the salary budget savings from the Assistant Forester position. Motion carried.

Mike Hunkins, IT Director, has been looking at a new phone and internet provider for the County offices. We currently have Frontier for phone service and LINX for internet. We are currently paying \$754 per month for 50 meg of internet. LINX is offering us 100 meg of internet for \$600 per month if we move our phone service to them as well. Their local call cost is 3 cents per minute versus 4 cents per minute for Frontier. There would be a cost of \$200 per month for them to connect the Highway department via fiber, which would be more reliable than the current line of site. Overall, the cost would be similar between the 2 companies, but the County would have more bandwidth of internet. Motion Cottingham, second Granger, to approve LINX as the County's phone and internet provider. Motion carried.

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Mike also informed the Committee he renewed the KnowBe4 program as he was able to get a 50% discount.

Denise Giebel, County Treasurer, presented the cash on hand report. Tax collections went well.

Denise also brought a concern to the Committee. She is the secretary for the County Treasurer's association and their conference is at Great Wolf Lodge in Wisconsin Dells. She requested lodging for the conference as she is on the committee and needs to be there, even though it is close to her home. The Audit and Claims Committee denied the payment of her lodging. She is asking the Finance Committee to overrule and allow her lodging to be paid as she is on the committee. Motion Granger, second Cottingham, to approve her lodging for the 2 nights and to not allow mileage for this. Motion carried.

Lori Chipman, Finance Director, presented the 2016 supplemental appropriations to the Committee. Motion Granger, second Cottingham to take the resolution to the August County Board meeting. Motion carried.

Lori also shared an update of the DHS budget after 6 months of 2017.

The Personnel Committee is recommending a change in the benefit percentages from actual to 4 categories: 35%, 60%, 85% and Full time. These percentages would be used for health insurance, vacation and sick accruals and holiday pay. There will be 4 employees affected by increasing their benefit percentage. Motion Granger, second Cottingham, to approve the change and reflect it in the 2018 budget. Motion carried.

The Committee discussed the reclass process and asked that the reclass amounts be listed separately in the 2018 budget documents.

The Committee adjourned to Monday, September 11 immediately following the Executive Committee meeting for the regular monthly meeting.

Respectfully Submitted, Lori Chipman  
cc: Committee, Co Bd Chair, IT, Finance, Treasurer, County Clerk