

MINUTES OF THE FINANCE AND COMPUTER COMMITTEE MEETING
July 9, 2018
County Board Room

Meeting called to order by Chairman Tim Cottingham.

Present: Jerry Niles, Roy Granger, Katie Steinke, Mike Hunkins, and Lori Chipman.

Also present: Personnel Committee members Mike Kelley, Jim Koca, Ed Wafle, and Ray Zipperer for the beginning of the meeting that was joint with them.

Bill Blank, Economic Support Manager, was present to request the elimination of the current Economic Support Lead Worker position and create a new Economic Support Lead Worker position based on the consortium guidelines and also to add that the position requires experience in Economic Support. He is also requesting that the position be upgraded from a Grade 10 to a Grade 12. There was a lengthy discussion and also a clarification that the position receives 50% federal funding from the consortium. Motion Kelly, second Granger, to approve the creation of the new position and to take the resolution to the July County Board meeting with the updated job description and as a Grade 11. Yes: Cottingham, Granger, Koca, Kelley, Wafle & Zipperer. No: Niles. Motion carried.

The Committees discussed rescinding the resolution for the 55 and over position program. Motion Koca, second Niles, to take Resolution 18-27 back to County Board to rescind the program. Yes: Koca, Cottingham, Niles, Granger & Zipperer. No: Kelley & Wafle. Motion carried.

The Committees discussed the Personnel Policy relative to holiday in the Highway Department. The policy says that Memorial Day and the Fourth of July are at 10 hours, but the rest of the holidays are at 8 hours, even though they may be working 10 hour shifts. Motion Zipperer, second Wafle, to uphold the Personnel Policy with only the 2 holidays at 10 hours and all others at 8 hours. Yes: Koca, Cottingham, Kelley, Granger, Niles, Wafle and Zipperer. Motion carried.

Katie Fischer, Medical Examiner, was present to discuss the pay for the deputy medical examiners. There was a lengthy discussion on how the deputies are paid and the rates. Motion Cottingham, second Granger to update the existing resolution to read deputy medical examiners and also to set the pay at \$2 per hour for on call time, \$15.74 per hour for training and \$120 per day for schooling and take the resolution to the July County Board meeting. Yes: Zipperer, Koca, Cottingham, Niles, Kelley, Granger and Wafle. Motion carried.

The Personnel Committee left the meeting.

The 2017 supplemental appropriations were removed from the agenda as they are not completed.

Motion Granger, second Niles, to approve the minutes of the June 11 meeting. Motion carried.

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

The Regional ADRC board approved the purchase of a laptop and smartphone for the new Dementia Care Specialist position that was approved. They are requesting the above items and they are fully grant funded. Motion Niles, second Granger, to approve the purchases from grant funds. Motion carried.

Cheryl Levendoski, WIC Director, was present to request to purchase a locking storage cabinet for the Adams County location for \$699 from grant funds. Motion Granger, second Niles, to approve. Motion carried.

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Tina Sullivan, Public Health Supervisor, was present to request a Laptop and smartphone from the Nurse Family Partnership grant. Motion Niles, second Granger to approve. Motion carried.

Tina also requested a smartphone from the Bioterrorism grant. Motion Niles, second Granger, to approve. Motion carried.

Tina stated that the copier table they were looking at was less than \$500, so did not need committee approval.

The Committee tabled the DHS request for a used PC for temporary staff pending the outcome of the 55 and Over resolution.

Matt Komiskey, County Conservationist, was present to discuss the vehicle purchase that he was approved for. The Board had approved \$30,000 for a new vehicle. Finally, a vehicle was found for \$29,000, but still need to put safety lights and a locking box in the truck, which will cost about \$1,800, so he is \$800 short. Motion Granger, second Niles, to allow him to spend the additional amount using existing budgeted funds. Motion carried.

Sheriff Brent Oleson was present to request to spend donations received. Currently, when a cell phone is used in a crime, the Sheriff's Department takes it and sends it to the state to process. Rudig Jensen, Scully Oil and the Bank of Mauston, mad a donation to the Sheriff's Department to purchase the software needed for the system, but they also need a computer and printer. Motion Niles, second Granger, for the Sheriff's Department to implement the system with the donations and to allocate up to \$1,500 from the contingency fund for the computer and color printer. Motion carried.

Mike Hunkins, IT Director, stated that the municipalities want to connect to the new Sheriff's Spillman system and they need netmotion software and licenses to use our server. The municipalities are going to pay the costs. Motion Granger, second Niles, to approve the connections from the municipalities and billing of the costs to them. Motion carried.

Denise Giebel, County Treasurer, presented the annual tax settlement resolution to the Committee. Motion Granger, second Niles, to take the resolution to the July County Board meeting. Motion carried.

Denise is requesting to purchase workflow software for the tax system. Bret Davies, LIO Coordinator, has nonlapsing and grant funds that can be used to purchase this. Motion Granger, second Niles, to approve the request using LIO funds. Motion carried.

Denise presented the cash on hand report.

Lori Chipman, Finance Director, presented the 2017 audit report to the Committee. Melanie Lendosky, from Johnson Block will present it at the July County Board meeting.

The Committee adjourned to Monday, August 13, 2018 after the Executive Committee meeting.

Respectfully Submitted, Lori Chipman

cc: Committee, Co Bd Chair, IT, Finance, Treasurer, County Clerk