

MINUTES OF THE FINANCE AND COMPUTER COMMITTEE MEETING

December 9, 2019  
County Board Room

Meeting called to order by Chairman Tim Cottingham.

Present: Jerry Niles, Roy Granger, Lori Chipman, and Alan Peterson.

Terry Kleifgen, Jim Koca, Ed Wafle, Mike Kelley and Ray Zipperer were present for a joint session with the Personnel Committee.

Motion Granger, second Zipperer to go into closed session pursuant to Wis Stats 19.85 (1)(c). Roll Call: Aye: Cottingham, Granger, Niles, Peterson, Koca, Wafle, Kelley & Zipperer.

Motion Granger, second Wafle to return to open session. Roll Call: Aye: Cottingham, Granger, Niles, Peterson, Koca, Wafle, Kelley & Zipperer.

Motion Koca, second Cottingham, to approve when replacing currently vacant Clinician I/II position if qualifications are met for the position to hire up to a Clinician III in DHS. Motion carried.

The Personnel committee exited the meeting. Denise Giebel and Mike Hunkins entered the meeting.

Motion Niles, second Granger to approve the minutes of the October 7 and October 28 meetings. Motion carried.

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

Dawn Buchholz, DHS Director, was present to request a desk phone, smartphone, and computer with software for the Drug Court Coordinator. These will all be paid for with grant funds. Motion Granger, second Niles, to approve the purchases with grant funds. Motion carried.

Gary Pedersen, Traffic Captain, was present to request to purchase a F-150 truck for the boat patrol in lieu of one squad car. The squad was budgeted at \$33,400 and the truck would cost \$3,100 more. They have money in the revolving vehicle account to cover this. The boat patrol truck would be passed down to Captain Pedersen to replace his old Tahoe. Motion Niles, second Granger, to approve the purchase. Motion carried.

Colleen Beier, Jail Captain, was present to request to purchase 2 new laptops and software, 2 smartphones and possibly 2 desk phones for the 2 new positions created under the federal opioid grant. They may also need a printer. All costs would be covered by the grant. Motion Niles, second Granger, to approve the purchase of the computers, software and phones with grant funds. If the printer is needed, they will need to return to Finance and Computer Committee for approval. Motion carried.

Becky Dahl, Regional ADRC Director, was present to request to purchase 2 laptops and software, one for the regional office and one for the Dementia Care Specialist. They would cost about \$1,505 each and would be paid for with a one time cost grant received by the region. Motion Niles, second Granger, to approve the purchase with grant funds. Motion carried.

Char Norbert, Juneau County ADRC Director, was present to request to purchase a new computer for her office with the one time cost grant received by the regional office for a cost of \$1,505. Motion Granger, second Niles, to approve the purchase with grant funds. Motion carried.

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Brian Loyd, Forestry and Parks Administrator, was present to request to carryover unspent funds for capital outlay items not purchased or completed in 2019. Due to the flooding, they were unable to get everything purchased. Motion Niles, second Granger, to allow the carryover of any unused 2019 capital outlay funds. Motion carried.

Travis Schultz, Public Works Director, was present to request to replace a totaled truck. The Shop truck was totaled in an accident. The insurance paid us \$6,900 for the 1997 ½ ton pickup. They are looking at replacing it with a used one for between \$10,000 and \$15,000. Motion Niles, second Granger, to approve the replacement with the funds to come from the sale of old equipment. Motion carried.

Lori Chipman, Finance Director, presented the Committee with a letter from the Wisconsin Counties Utility Tax Association for 2020 dues for \$267.68. We joined last year and forgot to include it in the 2020 budget. Motion Granger, second Niles, to pay the dues for 2020 with the funding to come from the Contingency Fund. Motion carried.

Denise Giebel, County Treasurer, reviewed the cash on hand report.

The Committee discussed the need for the purchasing policy and directed Chipman to send out a draft for the January meeting.

The Committee adjourned to Monday, January 13 immediately following the Executive Committee meeting for the normal monthly meeting.

Respectfully Submitted,

Lori Chipman

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