

MINUTES OF THE FINANCE AND COMPUTER COMMITTEE MEETING

May 11, 2020

County Board Room

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Denise Giebel, County Treasurer, requested to purchase a lock box for outside the Courthouse for people to drop off payments or other county mail after hours. Motion Niles, second Granger to have Denise purchase it for \$1,718 with the funding to come from either current budget or COVID funds if they are available. Motion carried.

Denise then reviewed the cash on hand report. There are still 29 parcels not redeemed in the in rem process.

The Committee will finalize the purchasing policy at the June meeting and allocate Ho Chunk funds at the July meeting.

The Committee adjourned to Monday, June 8 immediately following the Executive Committee meeting for the regular monthly meeting.

Respectfully Submitted,

Lori Chipman

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

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Meeting called to order by Chairman Tim Cottingham.

Present: Roy Granger, Jerry Niles, Lori Chipman, and Denise Giebel.

Motion Granger, second Niles to approve the minutes of the March 9 meeting. Motion carried.

Char Norberg, Aging & ADRC Director was present to request to purchase an upright freezer for food storage. The move of the dining site to the Camp Douglas hall leaves them without a place to store frozen meals. She checked around and found one for \$798. Motion Niles, second Granger to approve, with the funding coming from additional COVID funding received for the meal program. Motion carried.

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The Maintenance Department has 3 separate requests. First, the water heaters in the Justice Center were not put on the U{S backup system. They need to be included due to the jail. The cost for the additional wiring is \$1,250. The second request is for \$8,309 for additional cost for the UPS system for the Justice Center. The original unit was not big enough, so the larger one costs more. The third request is for \$351 for additional electricity needed for the new UPS. The total of all three items is \$9,910. Motion Niles, second Granger to approve the three items totaling \$9,910 from the Contingency Fund. Motion carried.

The jail is requesting to purchase video conferencing equipment that was approved to be funded with the Federal Opioid Grant they received. Motion Granger, second Niles, to approve from grant funds. Motion carried.

Brian Loyd, Parks and Forestry Administrator, was present to discuss the hardware store that the County owned that was torn down on Main Street in Elroy. The County contributed \$40,000 to the demolition. Now that the building is gone, there is a structural issue with the adjoining building's wall that needs to be sided as it is not meant to be an outside wall. The back of the lot also needs sloping and a retaining wall built. Brian will update the Committee once any costs are determined as well as what work needs to be done.

Lori Chipman, Finance Director, is requesting a small, stand alone printer to be used to print checks for the CDBG Housing grants. There are grant funds available to pay for it. Motion Niles, second Granger to approve the purchase with grant funds. Motion carried.

The Executive Committee made the decision on Wisconsin Act 185, so nothing needed to be discussed by the Finance Committee.

IT requested the item on video conferencing be moved to the June meeting.

Mike Hunkins, IT Director, stated that they are in week 4 of 12 for cybersecurity. There is a SIMS unit that collects and looks for irregularities that is sent to the State once a week. Also, there is an internal analyzer looking at firewall traffic. Mike shared a remote policy with the Committee that employees will need to sign. Motion Granger, second Niles to approve the remote user access policy. Motion carried.

Amanda Dederich, Health Officer, was present to request to increase the WIC Director from 0.6 FTE to full time. There is money to do this in 2020 and continue beyond with grant funds. Motion Niles, second Granger to approve. Motion carried.