

ADMINISTRATION COMMITTEE
Douglas County Board of Supervisors
Thursday, April 6, 2017, 9:30 a.m., Courthouse Room 207C
1313 Belknap Street, Superior, Wisconsin

Meeting called to order by Chair Jim Paine.

ROLL CALL: Present – Alan Jaques, Nick Baker, Marvin Finendale, Douglas Finn, Rosemary Lear, Pat Ryan, Larry Quam, Jim Paine, Mary Lou Bergman. Others present – Andy Lisak, Scott Luostari, Sam Pomush, Tracy Middleton, Mark Fruehauf, Candy Holm Anderson, Dan Corbin, Mark Liebaert, Carol Jones, Sue Sandvick, Pam Tafelski (Committee Clerk)

APPROVAL OF MINUTES: Motion by Baker, second Ryan, to amend action on compensation market study comparables to add “forestry” after DNR, and approve March 2, 2017, open session as amended and closed session minutes, with closed minutes to remain closed. Motion to approve as amended, carried.

Departmental Financial Reports and Goals/Objectives For 2017: Budget reports attached; reviewed. **Administration/Human Resources:** Status reports on the following: Highway project bonding; Bettercity: Superior, Inc.; Compensation plan RFP process; department managers retreat June 12; ½ local option sales tax; sales tax YTD ahead of last year; Sheriff Patrol Division collective bargaining near completion. **Finance/Information Services:** Finance and IS positions interviews/selections ongoing; IS working on e-mail server issues. **Treasurer:** First installment reminders and delinquent notices mailed.

ACTION ITEMS/REFERRALS:

Capital Projects Funding Requests: Requests attached/reviewed.

County Administrator: \$50,000 to address parking plan options summarized.

ACTION (REFERRAL): Motion by Lear, second Baker, to approve and refer to Administrator. Motion carried.

County Clerk: Election equipment annual reserve summarized.

ACTION (REFERRAL): Motion by Quam, second Baker, to approve and refer to Administrator. Motion carried.

Finance Department: Request to fund professional services for software conversion to Enterprise One of JDEdwards summarized. Estimated \$608,000 to \$984,154. More information from counties who have engaged in this type conversion may be prudent; precaution moving forward so not to repeat unfortunate past experience.

ACTION (REFERRAL): Motion by Lear, second Ryan, to approve and refer to Administrator to include more information with capital project recommendation. Motion carried.

Referrals:

From Land and Development Committee – 2017 Funding to Bettercity: Superior, Inc., in the Amount of \$5,000: Attached; reviewed. \$2,500 each from Contingency Fund and Land Improvement Account. Contributions to date: \$5,000 (2014 & 2015); \$10,000 (2016).

ACTION (RESOLUTION): Motion by Baker, second Jaques, to approve and refer to County Board. Motion carried unanimously.

From Public Safety Committee – Increase 0.9 Assistant District Attorney State Position to Full-Time for Remainder of 2017, with County to Fund Additional Cost Estimated at \$4,000: Attached; reviewed.

ACTION (REFERRAL): Motion by Quam, second Lear, to approve and refer to Administrator as a discretionary project and identify funding mechanism. Motion carried.

Budgetary Transfers: Attached; reviewed.

ACTION (RESOLUTION): Motion by Lear, second Finendale, to approve. Motion carried unanimously.

Schedule Joint Administration Committee/Executive Committee Meeting:

ACTION (REFERRAL): Motion by Baker, second Lear, to have County Clerk schedule the joint meeting on capital projects no earlier than May 4. Motion carried.

INFORMATIONAL:

Timber Sales Report: Liebaert summarized an issue with contracts that last too long. Working on language and rules to avoid this problem as industry is volatile.

Parking Study Update: Options of reconfiguring parking area in front of Government Center will cost approximately \$121,000, and would add 12 additional parking spots. This can be decided upon once final plans in place.

FUTURE AGENDA ITEMS: Federal and state budget impacts on county's budget; resolution supporting nonpartisan re-districting.

ADJOURNMENT: Motion by Lear, second Ryan, to adjourn. Motion carried. Adjourned at 10:30 a.m.

Submitted by,

Pamela A. Tafelski
Committee Clerk