

EXECUTIVE COMMITTEE MEETING MINUTES

Date: December 1, 2016

Time: 9:00 a.m.

Place: Courthouse Jury Room 205; 126 Cherry St; Phillips, WI

Meeting called to order by Chair Bruce Jilka at 9:00 a.m. Roll Call: Present – Ronald Heikkinen, Bruce Jilka, Robert Kopisch, Larry Palecek. Excused: James Hintz. Also present – Nick Trimner, Lynn Neeck, Elizabeth Schmidt, Marilyn Schreuder, Ted Harvey, Kathy Reinhard.

Items for discussion and possible action:

1. Communications and Correspondence: November and December reports from Emergency Management.
2. Public Comment: None.
3. Meeting minutes – December 1, 2016: Motion Palecek/Heikkinen to approve the minutes of the December 1, 2016 meeting as presented. Motion carried.
4. Treasurer – Lynn Neeck
 - a. Treasurer's monthly report: Reviewed monthly report.
 - b. In Rem / Tax Deed status
 - i. 2012 Tax Delinquent Schedule: Down to six parcels. Expect up to four of them to meet the January 31st settlement date.
 - ii. 2013 Tax Delinquent Schedule: 92 parcels. Reviewed status of several parcels.
5. County Clerk – Jean Gottwald
 - a. Claims against the County: No new claims. Several outstanding. Provided recap of claim history. Discussed costs incurred by the insurance company, which eventually affect the county's premium.
6. County Administrator – Nick Trimner
 - a. 2016 Budget
 - i. Revenue vs. Expense Report: Several departments have revenue yet to be received. Stumpage is down from 2015. Reviewed over/under budget amounts. Will have legal service expenses for discussion on next agenda.
 - ii. Transfer of Funds – Health Insurance: Discussed the final months of the health insurance fund. There will be costs incurred for the next several months for 2016.
 - b. 2017 Budget
 - i. Health Insurance – Department Budgets: Ended up with approximately 10 less plans and several plan switches. Will provide information to reallocate premium costs to bring departments to actual.
 - ii. Review of County Debt: Reviewed schedule of debt and debt service (current and future).
 - c. 2018 Budget
 - i. Prioritization Process: Reviewed possible approaches for developing priorities. Nick and Elizabeth will bring forecasting of future revenue and expenses to next meeting.
 - d. Performance Review: Motion Palecek/Kopisch to postpone to the next meeting. Motion carried.
 - e. Safety Building Remodel Project Funding: One option is a construction loan at 2.5% for two years that will be refinanced as a long-term debt after project completion. Need to decide if project is funded by borrowing or combination of borrowing and drawing from the Capital Improvement Fund. Approximately \$1.2 million is in the Capital Improvement Fund. Nick will have options available at next meeting.
7. Resolution – Encourage Wisconsin State Legislature to Preserve Current Statutory Requirements for County Veterans Service Officer: Motion Palecek/Jilka to approve the resolution and forward to the County Board with recommendation for adoption. Motion Kopisch/Heikkinen to postpone to a future committee meeting to provide for rewording of the resolution per discussion. Motion carried.
8. Resolution – 2017 Highway Department Road Construction Project Borrowing: Motion Palecek/Heikkinen to approve the resolution and forward to County Board with recommendation for adoption. Motion carried.
9. Monthly Vouchers: Motion Palecek/Kopisch to approve the accounts payable and payroll in the amounts of \$1,963,715.82 for December and \$1,916,739.02 for November and vouchers in the amount of \$153,995.52. Motion carried.
10. Adjourn to closed session pursuant to the exemption in Wis. State Statute 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of:
 - a. County Administrator – annual performance review
 - b. Motion to Return to Open Session

Motion Palecek/Kopisch to postpone to the next meeting. Motion carried.

11. Take Action, as needed, on closed session item: None.

12. Date of Next Meeting: February 15, 2017.

13. Meeting adjourned at 12:17 p.m.

Respectfully submitted: Jean Gottwald, County Clerk