

**EXECUTIVE COMMITTEE
MEETING MINUTES**

Date: February 5, 2018 Time: 9:00 a.m.

Place: Courthouse County Board Room 101; 126 Cherry St; Phillips, WI

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

Items for discussion and possible action:

1. Communications and Correspondence
 - a. Letter from Susan Rattle – re: Veteran’s Services Office
 2. Public Comment: None.
 3. Meeting minutes – November 9, 2017: Motion Hintz/Kopisch to approve the minutes of the November 9, 2017 meeting as presented. Motion carried.
 4. Treasurer – Lynn Neeck
 - a. Treasurer’s monthly report: Reviewed December and January reports. Paid off \$375,000 loan. Wells Fargo branches are closing - moving any accounts to different banks. Closed the self-funded insurance account.
 - b. In Rem / Tax Deed.
 - i. 2013 Tax Deed: 13 parcels.
 - ii. 2014 Tax Deed: Will start the process.
 - iii. 2015 Tax Deed: No information.
 5. County Clerk – Jean Gottwald
 - a. Claims against the County
 - i. Richard Hebert (2017): Summary judgement filed. Judge will review.
 - ii. Brian R. Ernst (2017): No further contact. Deadline is six months from disallowance (November).
 - iii. Matthew G. Stefanski (2016): Claim was closed.
 - iv. Community Support Center of Price County, Pam Olson (2016): No new information. Opioid litigation moving forward. Several meetings scheduled with participants.
 6. County Administrator – Nick Trimner.
 - a. 2017 Budget – Monthly Report: Budget amendments will change financial position for departments. Almost \$400,000 short on stumpage. Several issues with Sheriff’s Department and Jail put those budgets over.
 - i. High Cost Placements Update: Reviewed report. January had a lot of placements.
 - b. 2018 Budget: Just one month in. New judge may need some updates to office and courtroom and address safety issues. Working on developing the CCS program in HHSD.
 - c. Update on Safety Building Expansion and Renovation Project: Issues getting the security glass. Bricking is going forward. New section will be ready for occupancy in March. Department of Justice inspection on Friday went well.
 - d. Letter of Support – Price County Telephone Company Broadband Grant Application: Motion Kopisch/Palecek to support the Administrator sending a letter of support for the PCTC Broadband Grant Application. Motion carried.
 - e. Unbudgeted UW-Extension Program Accounts – General Ledger: Have stopped using the balance sheet accounts to manage program/project funds received and corresponding expenses paid out. Have changed to processing as department revenues and expenses. Motion Kopisch/Hintz to close out these types of balance sheet accounts to the general fund. Motion carried.
 - f. Town of Worcester – Old 13 Road – Set Date for Mediation: March 2nd. Time and place to be determined.
 - g. Fiscal Policy and Procedure Manual: Reviewed manual. Provided input and suggestions.
 - h. 2017 Budget Amendments
 - i. Statutory Requirements: Reviewed requirement to go the Board. Will consider defining in the Board policy and procedure manual.
 - ii. Resolution – 2017 Budget Amendments: Motion Hintz/Heikkinen to approve resolution and forward to the County Board with recommendation for adoption. Motion carried.
 7. County Administrator Performance Review Template: Reviewed template from another county.
 8. Future Direction of Tourism Department: Discussed having the Tourism Department more transparent and visible. Motion Kopisch/Hintz to support the County Administrator to proceed with redefining the roll of Price County tourism with involvement of the Tourism Director. Motion carried.
 9. Monthly Vouchers: Motion to approve the accounts payable and payroll for December in the amount of \$1,997,240.37 and January in the amount of \$2,459,737.85 and the vouchers in the amount of \$2,151,510.47. Motion carried.
 10. Date of Next Meeting: April 10th.
 11. Meeting adjourned at 12:01 p.m.
- Respectfully submitted: Jean Gottwald, County Clerk