

EXECUTIVE COMMITTEE MEETING MINUTES

Date: March 10, 2020

Time: 1:30 p.m.

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

Meeting called to order by Robert Kopisch, Chairperson at 1:30 p.m. Roll Call: Present – Jim Adolph, Jim Hintz, Bruce Jilka, Robert Kopisch, Larry Palecek. Also present – Nick Trimner, Carrie Kyle, Lynn Neeck, Leanna Samardich, Sarah Reese-Socha, Paula Houdek

Items for discussion and possible action:

1. Communications and Correspondences: None.
2. Public Comment: None.
3. Meeting minutes – February 13, 2020: Motion Hintz/Adolph to approve the minutes of the February 13, 2020 meeting as presented. Motion carried.
4. Treasurer – Lynn Neeck
 - a. Treasurer's monthly report: Interest rates anticipated to go down. February municipal settlements have been coming in. \$1,000,000 loan paid off. Tax delinquency notices sent out last week.
 - b. In Rem / Tax Deed
 - i. 2015 Tax Deed: March 19th final redemption and May 4th court date.
 - ii. 2016 Tax Deed: In process. Projected final redemption early August with court date in September. DNR Green Team will review some of the questionably contaminated properties.
 - iii. In Rem Schedule: Reviewed.
 - iv. Park Falls Paper Mill – payment of delinquent taxes: Park Falls Development, LLC owes \$597,615 as of March 31st. The 2017 are delinquent which will trigger the County's tax deed/in rem process. Phillips Lionite Wood Products Co., LLC is on the same schedule of 2017 delinquent taxes of \$219,958.
5. Lease Agreement – Price County Antique Association: Reviewed current lease for Antique Building 1 and Antique Building 2. Motion Adolph/Palecek to authorize the County Administrator to finalize the agreement presented. Motion carried.
6. Lease Agreement – Price County Fair Association: Reviewed updated lease language. Motion Palecek/Adolph to authorize the County Administrator to finalize the agreement presented. Motion carried.
7. County Clerk – Jean Gottwald
 - a. 2020 Census: Review of the Census process leading up to April 1st Census Day. Redistricting will follow in 2021.
8. County Administrator – Nick Trimner
 - a. 2019 Budget: Continue work on adjusting entries and general audit work. Auditors are at the Highway Department for two days and will be in the County the week of April 13th. County sales tax came in under \$1 million.
 - b. 2020 Budget: Nothing unusual to report. Snow removal has lightened up. Courtroom sound and video equipment came in much higher than budget. Will reevaluate project. Stumpage starting out low.
 - c. Administrator Report: Finalizing Park Falls Lions Club Bark Park agreement. Meeting held with Health Department and various medical and emergency response teams and school personnel in Park Falls dealing with the Coronavirus. Meeting with employees on March 17th.
9. Financial Policies and Procedures Manual: Reviewed and clarified updates and additions.
 - a. Use of County Credit Cards: Discussed use, restrictions and which departments have credit cards assigned to them.
 - b. Purchase of Promotional Items: Sets limits on what kind of promotional items can be purchased without Committee approval.
 - c. Legal Services: No department can seek legal services without approval from the County Administrator or Board Chair.Motion Palecek/Adolph to approve the Financial Policies and Procedures Manual effective January 1, 2020 and to include asset capitalization as it applies to 2019 audit. Motion carried. (amended March 17, 2020)

10. Resolution – Approve Price County 2020 Highway Department Road Construction Projects to be Financed with Short-Term Debt (\$1,000,000): Motion Adolph/Palecek to approve the resolution and forward to the County Board with recommendation for adoption. Motion carried.
11. Municipal Room Tax: Charged on the local level. 70% goes to marketing (Chambers of Commerce) and 30% stays with municipality, which they can designate. Could generate \$60,000 - \$80,000 additional promotional funding. Consensus of committee approval. A resolution will be drafted for future meeting.
12. Review of Price County Code Chapter 230 – Assembly, Mass Public: Motion Jilka/Palecek to postpone to the future meeting. Motion carried. Motion Adolph/Hintz to proceed with development of a Large Assembly application. Motion carried.
13. Wisconsin Rural Partners Summit: Motion Palecek/Adolph to allow up to three members of the Executive Committee to attend. Motion carried.
14. Monthly Vouchers: Motion Jilka/Palecek to approve the accounts payable and payroll for the month of February 2020 in the amount of \$2,433,607.00 and the voucher in the amount of \$1,073,481.46. Motion carried.
15. Future Agenda Items: No suggestions.
16. Date of Next Meeting: April 16, May 14.
17. Meeting adjourned at 3:37 p.m.

Respectfully submitted: Jean Gottwald, County Clerk