

**EXECUTIVE COMMITTEE
MEETING MINUTES**

Date: July 16, 2018

Time: 9:00 a.m.

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

Meeting called to order by Chair Robert Kopisch at 9:00 a.m. Roll Call: Present – James Adolph, Bruce Jilka, Robert Kopisch, Larry Palecek. Also present – Nick Trimner, Jean Gottwald, Carrie Kyle, Roxanne Kahan, Don Grande

Items for discussion and possible action:

1. Communications and Correspondences: Nick introduced Carrie Kyle as the new Accountant I. Bob asked committee members to consider something for recognition for Ron Heikkinen at the next Board meeting.
 2. Public Comment: None.
 3. Meeting minutes – June 14, 2018: Motion Adolph/Palecek to approve the minutes of the June 14, 2018 meeting as presented. Motion carried.
 4. Treasurer
 - a. Treasurer's monthly report: Reviewed.
 - b. In Rem / Tax Deed
 - i. 2013 Tax Deed: Court date July 17th. Locks on buildings will be changed. Auction date will be set and notices will be published.
 - ii. 2014 Tax Deed: Title searches in process.
 - iii. 2015 Tax Deed: Process not started yet.
 5. County Clerk – Jean Gottwald
 - a. Claims against the County – no new updates.
 - i. Brian R. Ernst (2017)
 - ii. Community Support Center of Price County, Pam Olson (2016)
 6. County Administrator – Nick Trimner
 - a. 2017 Budget – Audit: Expecting adjusting journal entries. Will present audit at the October or November County Board meeting.
 - b. 2018 Budget – Monthly Report: Jail expenses have been high from three employees being out on leave and one having left. Forestry stumpage doing well. Land Information doing a large project that they will be reimbursed.
 - i. High Cost Placements Update: Reviewed report. The opioid litigation requires discovery data back to 2008.
 - c. 2019 Budget Assumptions – Initial Discussion: Asking department for a two-year budget for planning purposes. Need some direction on assumptions and debt capacity from committee. Working with Sheriff Department and Jail to refine payroll budgeting. UW-Extension is reducing a full-time position to half-time/share and eliminating \$10,000 annual first employee credit. Initial increases: 8% health Insurance, 2% wage increase and 1-2% in high cost placements. Maintain current debt service. Internet sales tax should positively affect county revenue. Tourism budget option to provide more in promotions.
 - d. 2020 Budget Assumptions – Initial Discussion: Will work with the departments to forecast into 2020.
 - e. AED Recall/Replacement: Can get repaired or replace units for \$4,360. Motion Palecek/Adolph to purchase new units for \$4,360. Motion carried.
 - f. Update on Safety Building Expansion and Renovation Project: Project is complete except for installation of windows and a few other small items. Expect \$30,000 left in contingent fund. Project is on budget.
 7. Tourism Report: Moving office to the Forestry Department. Administrative Assistant was done June 15th. Chambers have seen increase in membership.
 8. Resolution – Dark Store Taxation: Motion Adolph/Palecek to approve the resolution and forward to the County Board with recommendation for adoption. Motion carried.
 9. Resolution – Amend Highway Equipment Fund: No resolution presented. Motion Adolph/Palecek to accept the analysis of 2017 expenses and transfer \$98,440 to Highway Equipment Fund. Motion carried.
 10. Monthly Vouchers: Motion Palecek/Jilka to approve the accounts payable and payroll for June in the amount of \$1,926,927.26 and vouchers in the amount of \$553,872.43. Motion carried.
 11. Date of Next Meeting: August 16, 2018
 12. Meeting adjourned at 11:00 a.m.
- Respectfully submitted: Jean Gottwald, County Clerk