

## **FINANCE AND PERSONNEL COMMITTEE**

March 5, 2019

The Finance and Personnel Committee met on Tuesday, March 5, 2019, at 9:00 a.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: Marty Brewer, Linda Gentes, Buford Marshall, Shaun Murphy-Lopez, Larry Sebranek and Don Seep. Jeanetta Kirkpatrick was absent.

Others present included: Victor Vlasak, County Clerk; and elected officials, department heads and employees.

Committee Vice Chair Brewer called the meeting to order.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, WRCO and County department heads, a copy was posted on the Courthouse Bulletin Board and a copy was faxed to The Richland Observer.

Motion by Marshall, second by Gentes to approve the agenda, as amended. Motion carried.

Motion by Marshall, second by Gentes to approve the printed copies of the minutes for the meeting held on February 12, 2019. Motion carried.

Barb Scott and Jason Marshall, Management Information Systems, presented information on computer hardware and software upgrades needed by County departments. January 14, 2020, Microsoft will be ending their extended support for Windows 7, Server 2008 and Exchange Server 2010. The county computers were upgraded to 2013 Microsoft Office licensing due to compatibility issues. Newly purchased computers will have the Windows 10 licensing. The cost to bring departmental computers licensing current to Windows 10 is \$43,865.00. The estimated cost to bring departmental computers Microsoft Office licensing current is \$88,005.00. Information was presented on the age of department computers. The ages vary from one year to over nine years. The proposal is to replace approximately 52 computers each year on a six year rotation. The cost would be \$36,250.00 per year. Funding required to purchase current licensing and replace 52 computers each year would be \$168,120.00. Motion by Sebranek, second by Seep to appropriate \$168,120 from the General Fund to cover the cost of the recommended upgrades to computer licensing and hardware, that reimbursements come from the departmental budgets for the costs of the upgrades and that future funding to meet the computer rotation recommendation be placed in the 2020 budget. Motion carried.

Tom Rislow, addressed the Committee regarding the Pine Valley Board of Trustees recommendation that \$300,000.00 be transferred from the Pine Valley Fund to the County's General Fund. Motion by Seep, second by Sebranek to present a resolution for approval of the transfer. Motion carried.

The Committee reviewed a preliminary report on 2018 expenditure accounts where the actual expenditures will exceed the adopted budget for the department. Motion by Murphy-Lopez, second by Marshall to present a resolution for approval to transfer funds from the General Fund to cover the account deficiencies. Motion carried.

Committee members received copies of reports as of February 28, 2019 for investments, cash trial balance and cash balance history. The Clerk noted that the trial balance reports include the departmental levies for 2019.

The Clerk reported that a proposal in the amount of \$81,140.00 has been received from Schumacher Elevator Company to modernize the courthouse elevator. The modernization would address performance issues that have developed with the elevator. The proposal will be considered by the Property, Building and Grounds Committee when they meet on March 6<sup>th</sup>.

Murphy-Lopez addressed the Committee regarding the policy on performance evaluations. Evaluations of the Management Information Systems Director and Corporation Counsel would be performed by the Finance and Personnel Committee. The Committee will review the Performance Review form at their April meeting.

The Clerk reported that Specialty Engineering has indicated that the roof assessment for hail damage will take place once the snow melts from the roofs.

The next meeting is scheduled for April 9<sup>th</sup> and will take place at the Community Services Building.

Motion by Sebranek, second by Marshall to adjourn. Motion carried. The meeting adjourned at 10:25 a.m.

Victor V. Vlasak  
Richland County Clerk