



Sawyer County Wisconsin



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Courthouse 01/09/2014

DRAFT - minutes of the meeting of the Courthouse Committee

Sawyer County Board of Supervisors

January 9, 2014, 6:30 p.m., Assembly Room, Sawyer County Courthouse

members present: Dale Schleeter (Chair), Walt Jaeger, Ron Kinsley, Bill Voight, Tom Duffy

also present: Chief Deputy Clerk of Court Claudia Burgan (Clerk of Court effective January 11, 2014), Child Support Department Director Sandy Okamoto, County Surveyor/Land Records Department Director Dan Pleoger, Information Technology Department Director Mike Coleson, County Treasurer Dianne Ince, County Clerk Kris Mayberry

Motion by Kinsley, 2nd by Duffy, to approve the meeting agenda as presented. Motion carried.

Motion by Duffy, 2nd by Voight, to approve the December 12, 2013 meeting minutes. Motion carried.

The Committee discussed that there will be an additional vacant Deputy Clerk of Court position in the Clerk of Court's Office due to the transfer of Alishia Webster into the Health and Human Services Department. Motion by Duffy, 2nd by Jaeger, to recommend Personnel and Administrative Committee and County Board approval to fill the Deputy Circuit Court Clerk position that will be vacant due to transfer of Alishia Webster into the Health and Human Services Department. Motion carried.

Circuit Court Judge Gerald Wright again objected to the removal of funds for an additional Deputy Clerk of Court position from the proposed 2014 Sawyer County Budget and advised that services provided by the Clerk of Courts Office will need to be reduced or discontinued as a result.

The Committee reviewed County Surveyor/Land Records Department Director Dan Pleoger's request for approval to continue to utilize a retired Real Property Lister from another county as a limited-term employee to assist with real property listing and to train the new Real Property Lister. The limited-term employee would continue to work up to 4 days a week at \$25 per hour, and be provided with lodging 3 nights a week. Motion by Duffy, 2nd by Jaeger, to recommend Personnel and Administrative Committee and County Board approval of the request. Motion carried.

Information Technology Department Director Mike Coleson presented a proposal from Solbrekk Business Technology Solutions for upgrading the County's email system. The upgrade would include adding the ability for users to respond to incoming emails automatically in their absence with messages, including a message to indicate that they are out of the office. Mr. Coleson noted that the County will be saving money as the result of the recently reduced telephone and internet charges from CenturyTel which would offset the expenses involved with the email system upgrade. Motion by Jaeger, 2nd by Voight, to recommend County Board approval of the proposal. Motion carried.

Information Technology Department Director Mike Coleson proposed that the Committee recommend County Board approval to carry over \$10,000 of an anticipated \$30,000 surplus from the 2013 Information Technology Department budget to 2014 to provide for expenditures to upgrade computer hardware in the Health and Human Services Department, the Sheriff's Department, and the Courthouse. County Clerk Kris Mayberry noted that expenditures from department budget surpluses for 2013 should be especially closely scrutinized in light of the current projection that there may not be a surplus from the 2013 Sawyer County Budget and that there may even be a deficit. The Committee determined to table the proposal.

County Surveyor/Land Records Department Director Dan Pleoger advised the Committee that nothing has been done to move forward with the project which would require all municipalities to change duplicate road names. The County Board, at their meeting held July 18, 2013, approved the project, including that Sawyer County will pay for one half of the purchase price for new road signs, that installation of the new signs will be performed by and at the expense of each municipality, and that the project is to be completed by December 31, 2016. Mr. Pleoger indicated that the Land Records Department does not have sufficient staff to perform the tasks required by the project. The Committee requested that Mr. Pleoger report this information to the County Board at their meeting scheduled for January 16, 2014.

County Surveyor/Land Records Department Director Dan Pleoger presented the Committee with a proposed contract with Point North Mapping for the digital parcel mapping of Township 42 North, Range 6 West and Township 42 North, Range 7 West (Town of Spider Lake). The project cost is estimated at \$26,425 (\$12.50 per parcel x 2,114 estimated parcels). The cost is to be paid from a Wisconsin land records modernization grant and from County retained fees of the Land Records Special Revenue Fund #210-51267. Motion by Kinsley, 2nd by Duffy, to recommend County Board approval of the contract. Motion carried.

Deputy Circuit Court Clerk Claudia Burgan (Clerk of Court effective January 11, 2014) presented a written department report prepared by Circuit Court Clerk Anne Marie Swanson that included a report on passport applications processed and on collections of interest, tax intercept funds, attorney fees, guardian ad litem fees, and bail forfeitures.

County Surveyor/Land Records Department Director Dan Pleoger provided a department report and requested approval for Geographic Information Specialist Brian DeVries to attend the 2014 Wisconsin Land Information Association conference being held in Middleton February 11-14, 2014. Motion by Duffy, 2nd by Kinsley, to approve the request. Motion carried.

Information Technology Department Director Mike Coleson provided a department report, including discussing the proposal from E.O. Johnson for a contract for a print management system and that he is considering withholding any further payments to Manatron because they were not performing the tasks that are needed in support of the real property data system used by the County.

Child Support Department Director Sandy Okamoto provided a department report, including that 78 child support collection cases have been transferred to the LCO Child Support Department, but that no cases have been transferred since August of 2013.

The Committee reviewed the monthly department expense vouchers. Motion by Kinsley, 2nd by Duffy, to approve the department reports, department travel requests, and the monthly department expense vouchers. Motion carried.

Motion by Duffy, 2nd by Jaeger, to adjourn the meeting. Motion carried.

