

Chair Kathleen Rushlow called the meeting of the Finance Committee at 8:31 a.m. on Friday, August 15, 2008, in conference room #2, at the Vilas County Courthouse, Eagle River, Wisconsin.

All meeting notices were properly posted.

The following persons were present: Chair Kathleen Rushlow, Vice-Chair Christopher Mayer, Charles Rayala, Linda Thorpe, Steve Favorite, Jerri Radtke, John Butler, Tim Evenson, Jim Fischer, Sherry Bierman, Barb Gibson, Chris Kamps, Greg Schiek, Joan Hansen, Dave Alleman and Marjorie Hiller.

Motion by S. Favorite, seconded by L. Thorpe to approve the agenda to be discussed in any order at the discretion of the Chair. All voting aye, carried.

Motion by L. Thorpe, seconded by C. Rayala to approve the July 15, 2008 minutes. All voting aye, carried.

Approval of bills: Motion by L. Thorpe, seconded by S. Favorite to approve the bills and vouchers from the various departments. All voting aye, carried.

Investment of County Funds: Motion by C. Rayala, seconded by C. Mayer to approve the Treasurer's report. Discussion. All voting aye, carried.

Resolution Regarding Cancelling of Taxes - Owner Harriet Perkins - Comp#16-344-01: County Treasurer Jerri Radtke presented a resolution cancelling property tax in the Town of Manitowish Waters, due to a motion and order filed with the court on June 26, 2008, in that this parcel does not exist. Motion by C. Rayala, seconded by L. Thorpe to approve. All voting aye, carried.

Treasurer's/Circuit Court Office Copiers Account Lease: Received letters from the Treasurer and Circuit Court offices requesting new copiers due to the leasing of two new copiers being less costly than their present lease. The present copiers are also much older models and with the new lease, supplies would be included. Motion by C. Rayala, seconded by L. Thorpe to approve. Discussion. All voting aye, carried.

Resolution for Replacement of County Treasurer Secretary A Position: Jerri Radtke mentioned that there will be a secretary A position vacant in her office and is requesting to fill this vacancy. Motion by L. Thorpe, seconded by S. Favorite to approve sending a resolution to the August 19th County Board meeting requesting approval for filling this vacancy. All voting aye, carried.

Resolution for Travel Expense Reimbursement Policy - Meal Allowance: The resolution for increasing the daily meal allowance to \$40.00 was discussed. John Butler mentioned that the resolution does not address their request for in county training meals. Motion by L. Thorpe,

seconded by C. Rayala to approve the resolution for a \$40.00 daily meal allowance for out of county meals. Discussion. All voting aye, carried.

Line Item Transfers:

- a. Highway Department - Jim Fischer discussed his department's line item transfers with the committee. Motion by L. Thorpe, seconded by S. Favorite to approve transferring \$10,000.00 from the equipment purchase line item #200.18500 to the following line items -
- | | | |
|-------------------------------|---------------|------------|
| 1. Committee Expense (line 4) | 200.53110.375 | \$2,500.00 |
| 2. Meeting/lodging | 200.53110.375 | \$2,500.00 |
| 3. Fuel system (line 22) | 200.53232.375 | \$4,000.00 |
| 4. Meals (line 8) | 200.53110.375 | \$500.00 |
| 5. Audit (line 9) | 200.53110.375 | \$500.00 |

All voting aye, carried.

- b. Land Records - Barb Gibson appeared regarding her unexpected line item transfer due to the need to update her software licensing to a AutoCAD Map Civil 3D software at the price of \$196.00. Motion by C. Rayala, seconded by S. Favorite to approve transferring \$117.02 from the Land Records survey control line item #100.51735.106 to the software/hardware line item #100.51735.945 to cover this. All voting aye, carried.

- c. District Attorney - Motion by C. Rayala, seconded by L. Thorpe to approve the following line item transfers:
1. Transfer \$300.00 from the supplies & equipment line item #100.51310.310 to the phone line item #100.51310.221;
 2. Transfer 750.00 from the video conferencing line item #100.51310.877 to the expert witness fee line item #100.51310.937;
 3. Transfer \$36.83 from the miscellaneous line item #100.51310.599 to the expert witness fee line item #100.51320.937;
 4. Transfer \$500.00 from the special prosecutor line item #100.51310.168 to the expert witness fee line item #100.51310.937.

All voting aye, carried.

Out of State Travel Approval: Motion by C. Rayala, seconded by S. Favorite to approve the following out of state travel:

Ted Ritter to attend the Michigan Lake & Stream Association-Upper Peninsula Chapter annual meeting in Iron River, Michigan, September 6th, and the Invasive Species Conference in Duluth, Minnesota on October 26;

John Butler and Tim Evenson to attend the Spillman Users Conference in Salt Lake City, Utah - October 2008. All voting aye, carried.

Social Service Supportive Home Care Line Item Transfer/Possible Additional Funds from General Fund: Social Service Director, Greg Schiek explained

to the committee a case that might develop into a situation in which more money from the segregated account is needed for supportive home care. He will keep the committee updated if this will be necessary.

IT Department - Posting Property Tax Information on Website: IT Director Chris Kamps presented to the committee the new program for searching for property tax information by entering computer number, address, or search by road name. Motion by C. Mayer, seconded by C. Rayala to approve going ahead with this new program as presented and would like a letter explaining this new program to County Board at the August 19th meeting. Discussion. All voting aye, carried.

Joint Resolution Regarding Funding/Contract for Courthouse and Justice Center Phone System: Motion by S. Favorite, seconded by C. Mayer to approve a resolution authorizing PSC Alliance to undertake Phase 1 of the proposed courthouse and justice center phone system study, and that a maximum amount of \$25,000.00 be transferred from the General Fund into an Outlay Account to pay for this service. All voting aye, carried.

Cost of Court Street Parking Redesign: Discussion. No action or figures were discussed.

Resolution for Replacement of Circuit Court Office Secretary A Position: Received a letter from Clerk of Court Jean Numrich informing the committee that there is a secretary A position vacant in her office and is requesting to fill this vacancy. Motion by L. Thorpe, seconded by S. Favorite to approve sending a resolution to the August 19th County Board meeting requesting approval for filling this vacancy. All voting aye, carried.

Approval of seminars and lodging:

Motion by C. Rayala, seconded by S. Favorite to approve Joan Hansen attending the WRDA Fall Conference in Stevens Point September 24-26. All voting aye, carried.

Motion by S. Favorite, seconded by C. Rayala to approve Joan Hansen attending her district meeting in Hazelhurst August 29th. All voting aye, carried.

Motion by S. Favorite, seconded by C. Rayala to approve Marjorie Hiller attending the ACS payroll/financial training seminar in Neillsville August 6th and 7th. All voting aye, carried.

Register of Deeds - Purchase from Outlay Account - Enduro Plat Cabinet: Received a letter from Joan Hansen regarding approval to purchase the enduro plat cabinet from Excel Binding, Incorporated. Motion by S. Favorite, seconded by C. Rayala to approve. All voting aye, carried.

Register of Deeds - Off-Site Security: Joan Hansen appeared and explained that M & I Bank will no longer allow the county to store their microfilm and CD backups. The county has a deadline of September 30th to remove the

storage cabinet from the M & I Bank. Discussion. Ms. Hansen will contact other Counties to see what they are doing and will report back at the September Finance meeting.

Resolution Regarding Threshold for Fixed Assets: County Clerk Dave Alleman received an e-mail from County Auditor Jon Trautman regarding county board passing a resolution setting the threshold for all fixed assets. Motion by L. Thorpe, seconded by S. Favorite to approve sending a resolution to the August 19th county board meeting setting a threshold of \$5,000. All voting aye, carried.

2009 Budget Instructions: The committee reviewed and made date changes to the 2009 budget instructions.

Letters and Communications/Future Meeting Dates: The next scheduled Finance Committee meeting is set for Monday, September 15th, 2008. The Budget Hearings are scheduled for Monday & Tuesday, October 20 & 21. The committee discussed the need for county board members to attend the full budget hearings on these two days, and that per diem be paid only if they are their for the entire hearing.

Motion by C. Rayala, seconded by C. Mayer to adjourn the meeting at 12:05 a.m. All voting aye, carried.

Minutes reflect the recorders notations and are subject to approval by the appropriate board or committee.

Submitted by:

Marjorie Hiller