

Chair Kathleen Rushlow called the meeting of the Finance Committee at 8:32 a.m. on Wednesday, April 15, 2009, 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, Linda Thorpe, Charles Rayala, Steve Favorite, County Coroner Paul Tirpe, Greg Schiek, Kristy Wurzer of J. Maul & Associates, Neal Roberts and Deb Allendorf of the First National Bank, Jerri Radtke, Chris Kamps, Dave Alleman and Marjorie Hiller.

A motion was made by C. Rayala, and seconded by C. Mayer to approve the agenda to be discussed in any order at the discretion of the Chair. All voting aye, carried.

A motion was made by C. Mayer, and seconded by L. Thorpe to approve the March 13<sup>th</sup>, 2009 minutes. All voting aye, carried.

County Coroner - Purchase of New Radio: Paul Tirpe appeared requesting the purchase of a new radio at a cost of \$2,872.00 which would be paid from his Outlay Coroner account. Motion was made by C. Rayala and seconded by C. Mayer to approve this purchase. All voting aye, carried.

Approval of Bills: A motion was made by L. Thorpe and seconded by C. Rayala to approve the bills and vouchers from the various departments. All voting aye, carried.

2009 Social Service Line Item Transfers/Resolution - Request Transfer from Social Service Segregated Account: Social Service Director, Greg Schiek appeared requesting a line item transfer of \$750.00 from the Income Maintenance Training line item #230.54525.826 to the Income Maintenance Overhead line item #230.54525.260, due to \$1,011.60 being spent on advertising for the Economic Support vacancies. Motion was made by C. Mayer, and seconded by C. Rayala to approve. All voting aye, carried.

Mr. Schiek also appeared regarding the substitute care line item already being over spent this month and is requesting to transfer the \$200,000 from the Social Services segregated fund to help with this deficit. Mr. Schiek also mentioned that he is projecting a \$613,004 deficit by the end of 2009 and will have to come back for more money from the general fund when this \$200,000 is spent. Motion was made by C. Rayala, and seconded by S. Favorite to approve sending a joint resolution (with the Social Services Committee) to the April 21<sup>st</sup> County Board meeting for approval. All voting aye, carried.

Bank Collection of Taxes Presentation: Kristy Wurzer of J. Maul and Associates, Neal Roberts and Deb Allendorf of the First National Bank, Jerri Radtke and Chris Kamps appeared regarding a new personal computer based system for the collection of the 2<sup>nd</sup> half of the

property taxes thru participating local banking institutions. Taxpayers would be able to pay their taxes at their local financial institution during their normal business hours. The exact amount due of the 2<sup>nd</sup> half of the property taxes would have to be paid by the taxpayer.

Ms. Wurzer explained the process in that the County would email the postponed property tax file to the participating financial institutions; the financial institutions would then be able to collect the taxes and make direct deposits to the county's account; daily transaction updates would be sent back to the county by email to reconcile with the payments that were made.

Chris Kamps mentioned that the setup cost to the County to participate in this program would be about \$300.00. Ms. Radtke mentioned that she would have funding in her professional service line item to cover this \$300.00 cost. The cost to each institution would be \$150.00 per location.

The committee was interested in this new program and informed Ms. Radtke to move forward with this new way of collection of property taxes.

Request to Carryover Funds from 2008-2009 from Outlay-Communications-Tower Fees: County Clerk Dave Alleman appeared requesting to carryover \$3,699.43 from the 2008 Outlay-Communication Tower Fees account to the 2009 budget to cover an unpaid Land O'Lakes tower Verizon bill. Verizon was sending the monthly bills directly to that tower site. Due to this site being unmanned and no mail box, the Post Office returned the bills back to Verizon. Vilas County was now billed \$6,040.89 for the total unpaid balance which includes late fees and taxes. Gary Peske was able to get the late fees and taxes removed, resulting in a balance due Verizon of \$5,649.13. Of the \$5,649.13 balance, \$3,699.43 should have been expensed from the 2008 budget. Motion was made by C. Rayala and seconded by C. Mayer to approve the carryover of \$3,669.43 to the 2009 budget. All voting aye, carried.

Investment of County Funds: Motion was made by C. Rayala and seconded by S. Favorite to approve the Treasurer's report. All voting aye, carried.

Approval of Seminars and Lodging:

A motion was made by C. Rayala and seconded by S. Favorite to approve Jerri Radtke to attend the district meeting in Forest County May 27<sup>th</sup>, and the 2009 WACO Summer Seminar in Lacrosse June 10-12. All voting aye, carried.

A motion was made by C. Rayala and seconded by C. Mayer to approve District Attorney Al Moustakis to attend the 2009 SPET Summer Conference in Green Lake, June 16-19. All voting aye, carried.

A motion was made by C. Rayala and seconded C. Mayer to approve Register in Probate Amy Franzen to attend the annual spring conference in Pewaukee, May 13-15. All voting aye, carried.

Resolution - Cancel 2006 and 2007 Taxes in the Town of Boulder Junction: A motion was made by L. Thorpe and seconded by S. Favorite to approve sending this resolution to the April 21<sup>st</sup> County Board meeting for approval. All voting aye, carried.

2009 Line Item Transfer - Corporation Counsel Budget: A motion was made by S. Favorite and seconded by C. Rayala to approve the transfer of \$219.05 from the legal fees line item #100.51315.149 to the capital equipment line item #100.51351.810. All voting aye, carried.

Employee Reimbursement Procedures/Credit - Debit Card: The committee looked over the three month trial period reimbursement policy that started April 1, 2009. Marjorie Hiller mentioned that there was some confusion as to the vouchers needing to go back to the department for committee approval due to the committee meeting being after the time for submittal of time sheets and vouchers. After vouchers were signed by the committee, those vouchers were then brought back to the Clerk's office for Finance approval.

2009 DATCP Budget Shortfall - Land & Water Conservation Department: No action taken at this time.

Letters and Communications: Ms. Hiller mentioned that Dave Alleman presented a copy of an email that he received indicating that he should be receiving the County credit card within the next few days.

Future Meeting Dates - the next scheduled Finance Committee meeting is Friday, May 15<sup>th</sup>, 2009.

Motion made by C. Rayala and seconded by C. Mayer to adjourn. All voting aye, carried.

Meeting adjourned at 10:45 a.m.

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

Submitted by:

Marjorie Hiller