

Chair Kathleen Rushlow called the meeting of the Finance Committee at 8:30 a.m. on Wednesday, July 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, and Steve Favorite. Others present were: Human Service Center Financial Board Committee Member Erv Teichmiller, Community Resource Agent Kelly Haverkamp, Jail Administrator Tim Evenson, County Treasurer Jerri Radtke, Public Health Director Gina Egan, County Clerk Dave Alleman and Finance Secretary Marjorie Hiller.

A motion was made by C. Rayala, and seconded by S. Favorite 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 L. Thorpe, and seconded by C. Rayala to approve the June 15, 2009 minutes. All voting aye, carried.

Approval of Bills: Motion was made by C. Rayala and seconded by S. Favorite to approve the bills and vouchers from the various departments. All voting aye, carried.

Kelly Haverkamp – Recycling Grant Admin. Expense Revenues – Line Item Transfer: Kelly Haverkamp explained that the estimate on the grant expense was too high compared to what they received in 2009. The amount should be \$16,100.00 instead of \$18,000.00. A motion was made by C. Rayala and seconded by S. Favorite to approve this transfer back to the general fund. All voting aye, carried.

Approval for Out-of-State Training for Tim Evenson Regarding Staff Analysis Training in Minneapolis, MN: Tim Evenson appeared regarding this out-of-state training request. A motion was made by C. Rayala and seconded by S. Favorite to approve. All voting aye, carried.

Well Water Grant Revenue Account Transfer to Well Water Expense Account: Public Health Director, Gina Egan appeared requesting that the monies that their office collects from testing private wells be deposited in their Well Water Test Grant Expense account #100.54100.882, in order to sustain their well testing program. County Clerk Dave Alleman discussed this issue with the committee and agreed to take care of this by journal entry from the revenue to the expense account.

PNCC Grant Carryover to 2009 Budget: Ms. Egan explained that when their budget was submitted last October, they requested a carryover on the PNCC Grant expense line item. Now looking at the current budget, the carryover was not included. Dave Alleman checked his records and noticed that the carryover was

overlooked when entering the budget and that money went back to the General Fund. A motion was made by C. Mayer and seconded by L. Thorpe to approve sending a resolution requesting this money back from the general fund to the PNCC Grant Expense Account #100.54100.704. All voting aye, carried.

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

Financing Option Scenarios from Baird & Company: No discussion at this time.

Human Service Report: Erv Teichmiller gave an income and expense report for the Human Service Center and would like to report to the Finance Committee monthly to keep the County apprised of the financial situation of the Human Service Center.

Marriage License and Waiver Fees: Dave Alleman explained to the committee the domestic partnership and current marriage license fees. Mr. Alleman suggested increasing the marriage license fee to \$65.00 and the waiver fee to \$25.00. The domestic partnership application and termination certificates will be available August 3rd, 2009, and Mr. Alleman suggests making the fee the same as the marriage license fee of \$65.00 and a waiver fee of \$10.00 (this waiver fee is capped by the State). Motion by K. Rushlow and seconded by L. Thorpe to approve increasing the marriage license fee to \$65.00 and the waiver fee to \$25.00 effective August 1, 2009; the domestic partnership application and termination fees will be \$65.00 with a waiver fee of \$10.00. All voting aye, carried.

County Revenues Comparison: Dave Alleman presented a report to the committee regarding substantial deficits on the major revenue accounts for 2009. This should be reviewed by the departments for the upcoming 2010 budget.

Carryover of 2008 General Building Capital Equipment Line Item 100.51600.810 of \$6,600.00 to 2009 Budget Due to Installation of Boiler Stack being done in 2009 Instead of 2010: Dave Alleman explained to the committee that resolution no. 2008-114 was passed on November 12th, 2008 transferring \$6,600.00 from the General Fund to the 2008 general building capital equipment account. Due to weather conditions, the work was not done until 2009 and the funds were put back into the general fund. Motion by C. Mayer and seconded by C. Rayala to approve sending a resolution to County Board requesting that \$6,600.00 be put back into the general building capital equipment account #100.51600.810. All voting aye, carried.

CWAG Per Diem: Discussion on CWAG per diem payments. This will be further discussed at the August meeting.

2009 Line Item Transfers - A motion was made to approve the following 2009 line item transfers:

- a. Register of Deeds – Transfer \$600.00 from the conventions, dues and meetings line item #100.51710.320 to the maintenance on equipment line item #100.51710.240;
- b. Elections – Transfer \$2,338.37 from the election, programming & setup line item #100.51440.321 and disburse \$2,326.55 to election notices #100.51440.322 and \$11.96 to the County Share Health Insurance line item #100.51440.752; and, transfer \$600.00 from the ballot printing line item #100.51440.315 to the supplies line item #100.51440.310.

All voting aye, carried.

Approval of seminars and lodging: Motion by L. Thorpe and seconded by S. Favorite to approve Amy Franzen to attend the Register in Probate Fall Conference in Wausau September 16 – 18. All voting aye, carried.

Overtime Report: The overtime reports were reviewed and discussed and should be put on each month's agenda.

Register of Deeds Department – Discussion on 2010 Budgetary Requests for Copier, New Scanner for Imaging System, New Printer with Duplex Capabilities and Off Site Security Available Option: Kathleen Rushlow mentioned that Ms. Hansen will be checking into figures regarding leasing instead of purchasing the above equipment and report back to August Finance meeting.

Letters and communications: None.

Future Meeting Dates – the next scheduled Finance Committee meeting is Monday, August 17, 2009.

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

Meeting adjourned at 11:36 a.m.

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

Submitted by:

Marjorie Hiller