

Chair Kathleen Rushlow called the meeting of the Finance Committee at 8:40 a.m. on Monday, December 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, Linda Thorpe, Steve Favorite, Martha Milanowski, Jerri Radtke, Dave Alleman, and Marjorie Hiller. Excused absence: Charles Rayala.

A motion was made by L. Thorpe, 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 L. Thorpe, seconded by C. Mayer to approve the November 15, 2008 minutes. All voting aye, carried.

Approval of bills: A motion by L. Thorpe and seconded by S. Favorite to approve the bills and vouchers from the various departments; however, a letter should be sent along with the check to Northwoods Restorative Justice regarding Vilas County only paying for things pertaining to restorative justice - not the expense for a shovel or salt. Discussion. All voting aye, carried.

Forgive Unified Lakes Commission Loan Interest - Resolution to County Board - County Clerk Dave Alleman discussed with the committee the possible cancellation of the interest of \$1,280.76, due to this group already paying back this loan. Motion by C. Mayer and seconded by L. Thorpe to submit a resolution to County Board requesting approval to cancel this interest. All voting aye, except S. Favorite who abstained from voting. Motion carried.

Investment of County Funds: A motion by C. Mayer and seconded by L. Thorpe to approve the Treasurer's report. All voting aye, carried.

Processing of 2008 Tax Bills: Jerri Radtke explained to the committee that she is working with the Corporation Counsel regarding setting up a policy for her office stuffing, folding and sealing the tax bills at a cost to the municipality of \$.15 per tax bill. In regard to postage for mailing the tax bills, County Clerk Dave Alleman mentioned that he would make arrangements with someone from the city or town to help his office staff in the process of putting postage on the tax bill envelopes and then that municipality would take the mailing to their Post Office, which was the procedure that was followed in the past.

Line Item Transfers: Motion by S. Favorite, seconded by C. Mayer to approve the following line item transfers:

- a. Sheriff, Jail & Emergency Management Budget: transfer \$20,000.00 from the sheriff auto expense line item #100.52101.395 to the Overtime line item #100.52101.153; transfer \$112.06 from the sheriff conventions & dues line item #100.52101.320 and disburse \$62.15 to the sheriff medical line item #100.52101.216 and \$49.91 to the sheriff testing & promotion line item #100.52101.392; transfer \$6,000.00 from the Jail part-time record specialist line item #100.52701.204 to the jail overtime line item #100.52701.153; transfer \$340.00 from the jail body armor line item #100.52701.424 to the out of county expense line item #100.52701.391; and transfer \$1,000.00 from the prisoner meals line item #100.52701.249 to the kitchen supplies & equipment line item #100.5271.423.
- b. Special Accounting & Auditing Budget - transfer \$3,950.00 from the Elections - ballot printing line item #100.51440.315 to the special accounting & auditing line item #100.51510.210.
- c. General Building & Plant Budget - transfer \$9,360.82 from the natural gas line item #100.51600.223 to the light, water & fire protection line item #100.51600.222; transfer \$318.00 from the miscellaneous repair line item #100.51600.232 and disburse \$110.00 to the phone line item #100.51600.221 and \$208.00 to the waste disposal line item #100.51600.343.
- d. Public Health Budget - transfer \$300.00 from the professional services line item #100.54100.210 to the postage line item #100.54100.311.
- e. Veteran Service Office Budget - transfer \$300.00 from the travel line item #100.54705.330 and disburse \$150.00 to the telephone line item #100.54705.221 and \$150.00 to the postage line item #100.54705.311.
- f. Co. Treasurer's Budget - transfer \$100.00 from the extra help line item #100.51520.131 to the envelopes line item #100.51520.304.

All voting aye, carried.

Vilas County Business Credit Policy: Corporation Counsel Martha Milanowski and Dave Alleman discussed with the committee the business credit policy and the changes that still need to be addressed. Motion by S. Favorite, seconded by L. Thorpe to update the business credit policy and bring back to the next finance meeting along with a resolution to present this policy to full County Board in January. All voting aye, carried.

Request for Additional Money from General Fund for General Building Light, Water & Fire Protection Line Item - Discussion regarding this request. A resolution for county board should be

submitted at the next finance meeting with the exact amount that needs to be transferred from the general fund.

Resolution for Request for Additional Money from General Fund for Land & Water Conservation Budget - Discussion on the necessity of presenting a resolution to County Board for \$130.00. Motion by S. Favorite, seconded by C. Mayer to approve transferring \$130.00 from the lake conservation specialist line item #100.56107.167 to the postage line item #100.56107.311. All voting aye, carried.

Barb Gibson - Approval to Attend PSAP Redistricting Training in Wausau and How to Fund this Training - Received a letter from GIS Coordinator Barb Gibson requesting approval to attend a training session concerning the delineation of census tracts and blocks on December 3, 2008 in Wausau. A motion by L. Thorpe, seconded by S. Favorite to approve Ms. Gibson attending this training. All voting aye, carried. Ms. Gibson is requesting that the travel expense of \$47.97 be debited from the Land Records Training account #100.51735.393 instead of her mapping account. Motion by S. Favorite, seconded by C. Mayer to approve paying this from the Land Records training account. All voting aye, carried.

Approval of Seminars and Lodging - None.

Letters and Communications - Marjorie Hiller mentioned that she received notice that the 2009 federal standard mileage rate will be \$.55 per mile (a decrease of \$.035).

Future Meeting Date - The next scheduled Finance Committee meeting is Thursday, January 15, 2008.

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

Meeting adjourned at 10:40 a.m.

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

Submitted by:

Marjorie Hiller