

Vice Chair Christopher Mayer called the meeting of the Finance Committee at 8:31 a.m. on Tuesday, February 16, 2010, in conference room #2, at the Vilas County Courthouse, Eagle River, Wisconsin.

All meeting notices were properly posted.

The following persons were present: Vice Chair Christopher Mayer, Linda Thorpe, Charles Rayala, Steve Favorite, Kathleen Rushlow (appeared at 8:43 a.m.), Erv Teichmiller, Bob Egan, Sheriff John Niebuhr, Chief Deputy Joe Fath, County Treasurer Jerri Radtke, University Extension Department Head Nancy Miller, County Clerk Dave Alleman and Finance Secretary Marjorie Hiller.

A motion was made by S. Favorite and seconded by C. Rayala 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 S. Favorite to approve the January 15, 2010 minutes. All voting aye, carried.

(Kathleen Rushlow appeared at 8:43 a.m.)

Approval of Bills and Payroll: Motion by C. Rayala and seconded by L. Thorpe to approve the bills. All voting aye, carried. Motion by C. Rayala and seconded by L. Thorpe to approve the January 29th and February 12th Courthouse and Highway payrolls. All voting aye, carried.

Human Service Report: Erv Teichmiller informed the committee that Human Service Center will be hiring a new director soon. Mr. Teichmiller passed out the 2008 annual report and reported that the 2009 deficit will be approximately \$200,000 to \$250,000. He also discussed with the Committee the organization of a five County Aging Disability Resource Center Consortium (ADRC). This will be further discussed at the March meeting.

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

Business Cards In House: Nancy Miller appeared to discuss the UW Extension Office processing business cards for the County. Ms. Miller suggested to the committee that to save time for her office, a template could be posted on the allshare for individual departments to print their own cards. She also suggested having their office hold a workshop on how to use this template. Ms. Miller will determine the cost for processing cards, time needed to process, and setting up a possible training workshop for use of the template for the March Finance meeting.

Request to Carryover Funds from 2009 Sheriff Telephone Line Item #100.52101.221 to 2010: Dave Alleman informed the committee that their office reviewed the phone bills, and noticed hidden charges for the Sheriff's Department as well as other departments.

The Sheriff's Department will be charged approximately \$1,000 more a month than what was budgeted for 2010. Due to this anticipated shortage, they are requesting to carryover to 2010, the balance of their 2009 telephone expense line item. A motion was made by C. Rayala and seconded by S. Favorite to approve. All voting aye, carried.

2009 Line Item Transfers: Motion by C. Rayala and seconded by S. Favorite to approve the following line item transfers:

General Building & Plant – Transfer \$4,952.72 from the natural gas line item #100.51600.223 to the light, water and fire protection line item #100.51600.222.

Circuit Court – Transfer \$6,834.37 from the secretary II salary line item #100.51210.122 and disburse \$621.46 to the legal secretary salary line item #100.51210.123, \$588.19 to the law clerk line item #100.51210.156 and \$5,624.72 to the county share health insurance line item #100.51210.752; Transfer \$1,503.78 from the extra help line item #100.51210.131 to the county share health insurance line item #100.51210.752; Transfer \$1,392.49 from the deputy salary line item #100.5121.112 and disburse \$1,247.53 to the county share health insurance line item #100.51210.752, \$15.00 to the county share flex line item #100.5121.754, \$43.83 to the county share income continuation insurance line item #100.51210.755 and \$86.13 to the county share workers comp. line item #100.51210.756; Transfer \$2,076.09 from the court commission line item #100.51210.145 to the psychological evaluation line item #100.51210.211; Transfer \$3,831.67 from the lease of equipment line item #100.51210.259 and disburse \$489.01 to the maintenance of equipment line item #100.51210.240 and \$3,342.66 to the court appointed counsel line item #100.5121.359; Transfer \$2,370.81 from the postage line item #100.51210.311, \$993.15 from the transcripts line item #100.51210.245, \$822.58 from the county share WRS line item #100.51210.750, \$959.91 from the county share FICA line item #100.51210.751, and \$245.59 from the conventions, dues and meetings line item #100.51210.320 (a total of \$5,392.04), to the court appointed counsel line item #100.51210.359.

Juvenile Intake – Transfer \$3,676.94 from the Juvenile Intake Supervision Worker line item #100.51213.126, \$120.98 from the Juv. Intake Superv. Travel line item #100.51213.182, \$23.65 from the telephone line item #100.51213.221, \$112.50 from the cellular phone line item #100.51213.225, \$575.00 from the maintenance of equipment line item #100.51213.240, \$32.54 from the drug testing kit line item #100.51213.273, \$66.28 from the supplies line item #100.51213.310. \$344.44 from the postage line item #100.51213.311, \$409.26 from the Xerox line item #100.51213.312, \$835.00 from the convention, dues and meetings line item #100.51213.320, \$60.17 from the court appointed counsel line item #100.51213.359 and \$2,398.97 from the electronic monitors line item #100.51213.417, (total of \$8,655.73) to the placement line item #100.51213.159. Transfer \$406.59 from the intensive supervision travel line item #100.51213.182 and disburse \$180.00 to the juvenile intake supervision salary line item #100.51213.125, \$116.25 to the special prosecutor, guardian ad litem line item #100.51213.144, \$95.23 to the travel board line item #100.51213.330, \$5.87 to the county share life insurance line item #100.51213.753 and \$9.24 to the county share

income continuation insurance line item #100.51213.755. Transfer \$1,530.27 from the juvenile intake supervision worker line item #100.51213.126 to the juvenile intensive supervision worker line item #100.51213.180. Transfer \$195.92 from the outlay juvenile intake equipment line item #100.57202.810 to the capital equipment line item #100.51213.810.

Sheriff – Transfer \$25.56 from the supplies and equipment line item #100.52101.310 to the maintenance of equipment line item #100.52101.240.

Co. Coroner – Transfer \$1,275.00 from the extra help line item #100.51351.131 and disburse \$455.00 to the cremation permit line item #100.51351.591, \$86.44 to the county share WRS line item #100.51351.750, \$602.73 to the workers comp. line item #100.51351.756, \$70.00 to the department head salary line item #100.51351.110, and \$60.83 to the travel line item #100.51351.330. Transfer \$4.39 from professional services line item #100.51351.210, \$517.81 from the autopsy line item #100.51351.213, \$195.98 from the telephone line item #100.51351.221, \$275.78 from the photo supplies line item #100.51351.309, \$542.23 from the supplies line item #100.51351.310, \$78.00 from the pager rental line item #100.51351.614, and \$109.82 from the county share FICA line item #100.51351.751, (total of \$1724.01) to the travel line item #100.51351.330.

County Clerk – Transfer \$139.43 from the supplies line item #100.51420.310 and disburse \$60.45 to the Xerox line item #100.51420.312, \$60.00 to the county share flex 125 line item #100.51420.754, \$6.93 to the county share income continuation insurance line item #100.51420.755 and \$12.05 to the workers comp. line item #100.51420.756. Transfer \$6,318.15 from the worker's comp contingency line item #100.51930.511 to the professional service line item #100.51510.210. Transfer \$25.00 from the property & casualty insurance line item #100.51930.510 to the liability insurance line item #100.51510.513.

Communications – Transfer \$532.98 from the rents and leases line item #100.52800.530 and disburse \$522.98 to the tower site utilities line item #100.52800.222 and \$10.00 to the snow removal line item #100.52800.254.

2010 County Clerk Line Item Transfer for UPS Service Charges: Transfer from the 2009 budget \$400.00 from the postage meter rent line item #100.5142.313 and \$200.00 from the conventions, dues and meetings line item #100.51420.320 (total of \$600.00) to the United Parcel fixed charges line item #100.51420.589.

All voting aye, carried.

Economic Development Corporation 2010 Budget Line: Dave Alleman mentioned that a complaint was received regarding an expense from this budget line, but in reviewing the budget request, it falls under the original request.

Economic Development Chair Bob Egan informed the committee that the County's broadband stimulus grant application has been turned down. He discussed with the

committee that the Commission of Public Lands Trust has money available for public infrastructure. A resolution would need to be passed with 75% County Board approval for borrowing money from this trust for this project. This will be further discussed at the March meeting with Mr. German and SonicNet.

Resolution re: Transfer from General Fund to 2009 Juvenile Intake Budget: Motion by C. Rayala and seconded by S. Favorite to approve sending a resolution to County Board requesting the transfer from the general fund of \$1,157.16 to cover the remaining costs associated with juvenile intake out-of-home placements in 2009. All voting aye, carried.

Resolution re: Transfer from General Fund to County Coroner Budget: Motion by C. Rayala and seconded by C. Mayer to approve sending a resolution to County Board requesting the transfer from the general fund of \$2,318.86 to cover the shortage in the 2009 County Coroner travel line item. All voting aye, carried.

Towing Reimbursement: County Clerk Dave Alleman explained that his office received a voucher for an employee's towing expense while traveling on County business. This voucher was referred back to the Public Health Committee questioning if this is an allowable expense. The Public Health Committee asked the Corporation Counsel to review the employee reimbursement policy. In reviewing the policy the Corporation Counsel explains that towing expenses are not explicitly included within the County's expense reimbursement policy as an allowable expense subject to reimbursement. The County must look in how this has been handled in the past and Public Health and the Finance Committees must decide if this is an allowable reimbursement. If it is paid, it would be by way of a taxable reimbursement. Motion by L. Thorpe and seconded by C. Mayer to not approve. Discussion. All voting aye, carried.

Approval of Seminars and Lodging: None.

Letters and Communications: None.

Future Meeting Dates: The next scheduled Finance meeting is Thursday, March 18, 2010.

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

Meeting adjourned at 11:15 a.m.

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

Submitted by:

Marjorie Hiller