

Vice Chair Christopher Mayer called the meeting of the Finance Committee at 8:32 a.m. on Thursday, October 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: Vice Chair Christopher Mayer, Charles Rayala and Linda Thorpe; Excused absence – Kathleen Rushlow and Steve Favorite. Others present were: County Clerk Dave Alleman, County Auditor Jon Trautman, and Finance Secretary Marjorie Hiller.

A motion was made by C. Rayala, and seconded by L. Thorpe 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 September 17, 2009 minutes. 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.

Investment of County Funds: Motion by C. Rayala and seconded by L. Thorpe to approve the Treasurer’s report. All voting aye, carried.

2008 Auditor Report: Jon Trautman of Schenck Business Solutions presented the 2008 audit report and discussed the observations and considerations listed in the management letter. This will be addressed further at the November Finance meeting.

Human Service Report: (Mr. Teichmiller was not able to attend the meeting.)

Indirect Cost Plan Proposals/2010 Budget: The indirect cost plan proposal fees were discussed with the County Clerk. The following proposals were submitted:

- 1. Maximus, Incorporated \$3,500.00 (2008)
- 2. Sequoia Consulting Group \$3,865.00 each year (For Fiscal Years 2008 thru 2012)
- 3. Jeff Cohen, CPA \$3,875.00 (2008)

Motion by L. Thorpe and seconded by C. Rayala to accept the proposal of \$3,865.00 per year for the fiscal years 2008 thru 2012 from Sequoia Consulting Group and budget this amount for 2010. Discussion. All voting aye, carried.

2010 Budget for Audit Services: County Clerk Dave Alleman discussed the 2010 special accounting and auditing budget line item. Mr. Alleman requested a proposal from Schenck Business Solutions for a one year contract extension for the 2009 audit and reporting service. The proposed fees for auditing services are as follows:

General County and Departments	\$33,500	
Highway Department	\$ 5,200	
State Financial Report Form	\$ 1,600	
GASB34 Conversion and Related Assistance	\$ 3,200	
Additional Assistance	<u>\$ 5,000</u>	(Divided in half with Highway Department)
Total	\$40,800	

Mr. Cohen retired from Schenck Business solutions in September. Auditor Trautman suggests that the County hires Mr. Cohen for assistance and financial advice at the annual Finance and Budget hearings in October and the County Board Budget meeting in November. Mr. Cohen has submitted a letter indicating that he would offer his services for \$70.00 per hour, plus mileage (IRS rate) and meals. Discussion. Motion by L. Thorpe and seconded by C. Rayala to approve the amount of \$42,600.00 for the 2010 special accounting and auditing budget. All voting aye, carried.

Auditing service for 2010 will be discussed at the November Finance Committee.

Funding for Telephony Project: The funding for the telephony project was briefly discussed. Mr. Alleman informed the committee that he created a capital project fund for the telephony project due to possibly borrowing the \$260,000.00 needed for this project. This will be further discussed at the Budget hearings.

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

- a. **General Building & Plant** – Transfer \$1000.00 from the snow removal line item #100.51600.253 to the jail maintenance line item #100.51600.354;
- b. **Register of Deeds** – Transfer \$2,100.00 from the microfilm line item #100.51710.251 and disburse \$1,100.00 to the capital equipment line item #100.51710.810 and \$1,000.00 to the supplies line item #100.51710.310;
- c. **District Attorney** – Transfer \$1,400.00 from the witness, expert, miscellaneous fees line item #100.51310.937 and disburse \$400.00 to the postage line item #100.51310.311 and \$1,000.00 to the supplies line item #100.51310.310;
- d. **Juvenile Intake** – Transfer \$2,500.00 from the juvenile placement line item #100.51213.159 to the intensive supervision travel line item #100.51213.182;
- e. **Child Support** – Transfer \$26.00 from the witness, travel line item #100.51330.147 to the court appointed attorney line item #100.51330.148;
- f. **Zoning** – Transfer \$2,000.00 from the travel line item #100.56401.330 and \$1,200.00 from the publishing fees line item #100.56401.323 and disburse to the supplies line item #100.56401.310.

All voting aye, carried.

Overtime Report: No discussion.

Approval of Seminars and Lodging: Motion by C. Rayala and seconded by L. Thorpe to approve the following seminars and lodging:

District Attorney Albert Moustakis to attend the 2009 SPET Fall conference November 4-6 in Elkhart Lake;

Kris Duening and Marjorie Hiller to attend the ACS end of year payroll training (location to be announced the week of 10/19).

All voting aye, carried.

Letters and Communications: None.

Future Meeting Dates: The Finance Budget Hearings are scheduled for Monday, October 19, 2009 and Tuesday, October 20, 2009. The next regular scheduled meeting is Tuesday, November 17, 2009.

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

Meeting adjourned at 11:20 a.m.

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

Submitted by:

Marjorie Hiller