

Finance Committee

June 13, 2013

Meeting was called to order by Mr. Behling at 9:00A.M., at the Vilas County Courthouse, Conference Room 2, Eagle River, Wisconsin.

The following committee members were present: Steve Favorite, Mary Kim Black, Jim Behling, and Erv Teichmiller. Note Steve Favorite was asked to attend in the absence of Chairman Chris Mayer.

Excused absences: Chairman Chris Mayer, Edward Bluthardt.

Other present: Jason Hilger, Kris Duening, Joe Fath, Chris Kamps, Ken Anderson, and Paul Tirpe.

Motion made by Mr. Teichmiller to appoint Mr. Behling as committee chair for the meeting today. Seconded by Mr. Favorite. All voting aye. Carried.

Motion made by Mr. Favorite to approve the agenda to be discussed in any order at the discretion of the Chair. Seconded by Mr. Teichmiller. All voting aye. Carried.

Motion made by Mr. Teichmiller to approve the previous minutes from May 15, 2013. Seconded by Ms. Black. No changes or comments made. All voting aye. Carried.

Finance Report – The May finance report was presented. Motion to accept the report made by Mr. Teichmiller. Seconded by Mr. Favorite. All voting aye. Carried.

Committee Consolidation – Consideration should be given to a human services committee which would combine Department of Social Services, Public Health, Commission on Aging and Veterans Services. Consideration should be given to consolidate administrative functions such as Finance, Human Resources, Corporate Counsel and the Administrative Coordinator. It was noted that a public works committee consolidation resolution is coming before the county board in June. It was suggested by Mr. Teichmiller that more supervisors need to be involved in the consolidation process to help reduce the resistance to consolidation by some supervisors as they may feel this is a reduction to their oversight, responsibilities or duties. The committee would like to see a proposal of these consolidations. A motion was made by Mr. Teichmiller which requested the administrative team to bring a proposal of the administration consolidation to the next Finance meeting. Seconded by Mr. Favorite. All voting aye. Carried.

Approval of Bills and Payroll – Motion made by Ms. Black to approve bills and payroll. Seconded by Mr. Favorite. All voting aye. Carried.

Overtime Report – Overtime for May is 832 hours and \$27,554 more than April. Most of the increase is for the sheriff's department for training and special enforcement. As previously requested by this committee, this information was also shared with the Human Resources Director for review and monitoring.

Line Item Transfers – Motion made to approve the budget line item transfer of \$5,000 from zoning wages to zoning overtime by Mr. Teichmiller. Seconded by Mr. Favorite. All voting aye. Carried.

2014 Budget – Discussed changing the budgeting process to budget for priorities and/or budget for outcomes versus compiling the budget department by department as done in the past. This topic will be on the agenda for the July count board meeting.

Coroner's Budget – The finance director shared data he compiled which was provided by the coroner. This item was briefly discussed only because the loss of a quorum and was asked to be put on next month's agenda.

Contingency Uses – It was requested that the general contingency account #100.75.59210.0599 be used for wage increases with exempt staff and other employees for an amount not to exceed \$27,770.44. Motion made by Mr. Teichmiller to approve this request. Seconded by Ms. Black. All voting aye. Carried.

Floating Secretary – This position has been approved by personnel and is looking for feedback on where to budget for the position. It is the conclusion of the Human Resources Director and the Finance Director that a

good solution would be to budget for this position in the human resources budget. The actual expenditures for this position would be charged to the human resources budget through the payroll system. These costs would then be charged to those departments using the service and the human resources department would be appropriately credited. Line item transfers can be authorized to make budget changes as needed. No action was taken but there was consensus that the accounting seemed proper.

Out of County Travel – Motion to approve Jail Administrator Bill Weiss, Jail Sergeant Jamie Meyer, and IT Administrator Chris Kamps to attend the Spillman training in Salt Lake City, Utah. Note Jamie and Bill will be driving and Chris will be flying. It was suggested that in the future committees should only approve travel based on taking the quickest route. Motion by Mr. Teichmiller to provide an amount no greater than the cost of the airline ticket to be paid to Jamie and Bill to reimburse them for the cost of meals, lodging, fuel and incidentals while traveling and included a stipulation that a waiver be created by corporation counsel and signed by Jamie indicating that no overtime would be charged by her as a result of this trip. If approved, the Finance Director will forward the motion to corporation counsel for approval. Seconded by Ms. Black. All voting aye. Carried.

Motion to approve travel for Jason Hilger to attend WCA Seminar on July 29th in Stevens Point by Mr. Teichmiller. Seconded by Ms. Black. All voting aye. Carried.

Letters and Communications – None

Future meeting dates – Next meeting is scheduled for Wednesday July 17, 2013 at 9:30 a.m.

Items indicated by numbers 10, 11 and 13 on the agenda should be listed on the July agenda as there was insufficient time to discuss in detail because of quorum issues. There is nothing more on the agenda therefore; the meeting is adjourned at 10:15 a.m.

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

Submitted by: Jason Hilger