

Meeting was called to order by Chairman Chris Mayer at 9:01 A.M., at the Vilas County Courthouse, Conference Room 2, Eagle River, Wisconsin.

The following members were present: Chair Chris Mayer, Vice Chair Ed Bluthardt, Linda L. Thorpe, Jim Behling, Charles Rayala and Steve Favorite. Also present were: Jerri Radtke, Chris Kamps and Kris Duening.

Motion by Charles Rayala, seconded by Linda Thorpe to approve the agenda to be discussed in any order at the discretion of the Chair. All voting aye. Carried.

Motion by Ed Bluthardt, seconded by Charles Rayala to approve the previous minutes. All voting aye. Carried.

Approval of Bills and Payroll - Motion by Linda Thorpe, seconded by Charles Rayala to approve the bills from the various departments. All voting aye. Carried. Motion by Linda Thorpe, seconded by Ed Bluthardt to approve the payrolls from 7/29/2011 and 8/12/2011 for Courthouse and Highway and the Board payroll from 7/19/2011. All voting aye. Carried. The Committee reviewed the expense reimbursement for Renee Ryan and told Kris Duening to inform her that vouchers are to be turned in a timely manner.

Investment of County Funds - County Treasurer Jerri Radtke presented her financial report for July 2011. Motion by Charles Rayala, seconded by Linda Thorpe to approve the Treasurer's report. All voting aye. Carried. The Chairman asked that a copy of the report be given out at the County Board meeting in August.

Chippewa Taxation Issue – The Committee reviewed the letter received from Phillips Borowski, S.C. Motion by Ed Bluthardt, seconded by Charles Rayala to approve the contract with Phillips Borowski, S.C. regarding retaining legal services on the Chippewa Taxation Matter. All voting aye. Carried. The \$2,500.00 fee was suggested at a previous meeting to come from the Contingency Fund.

2011/2012 Redaction Fees – Expenditures – Register of Deeds – Joan Hansen appeared before the Committee to discuss this matter. Ms. Hansen explained that \$50,000 has currently been collected for this project. Motion by Ed Bluthardt, seconded by Linda Thorpe to approve the resolution that was presented. Motion and second were withdrawn, due to the resolution not being listed on the agenda. It will be discussed again at the next meeting.

Line Item Transfers – Motion by Charles Rayala, seconded by Ed Bluthardt to approve the following line item transfers:

Jail - Transfer \$14,000 from Jail Overtime Expense 100.52701.153 to Part-time Correctional Officer Salaries 100.52701.310.

Clerk of Circuit Court – Transfer \$1,121.25 from Library Materials 100.51210.345 to Circuit Court Outlay Account 100.57152.810.

All voting aye. Carried.

Overtime Report & Sick Time Report– The Committee reviewed the overtime and sick time report for July.

Approval of Seminars and Lodging – Motion by Charles Rayala, seconded by Linda Thorpe to approve the following Out of County travel:

Al Moustakis – Attend the 2011 Mid-Wisconsin Law Enforcement Symposium Conference in Green Lake, September 6 – 9, 2011.

Dawn Halverson – Attend the Annual Fall Educational Conference in Onalaska, September 21 & 22, 2011.

IT Department – Allow Chris Kamps and Mike Duening to travel to Central Wisconsin Airport the night before their flight, due to the flight cancellation from Rhinelander.

All voting aye. Carried.

Out of State Travel – Nancy Miller was asked to attend the meeting regarding Kelly Haverkamp’s request to attend the 21st Annual Pegasus Communications Conference in Seattle, WA – October 30 – November 3, 2011. Motion by Ed Bluthardt, seconded by Linda Thorpe to approve Ms. Haverkamp’s request to travel to Seattle, WA. All voting aye except Jim Behling. Carried.

Motion by Linda Thorpe, seconded by Steve Favorite to look at only sending one person from the IT Department in 2012 and to approve sending Jeff Schaub to Salt Lake City, UT for the Spillman Training. All voting aye. Carried.

General Fund Selected Accounts with Budgeted Annual Revenues Exceeding \$50,000 - The Committee reviewed the handout presented by Dave Alleman.

General Fund Revenue Accounts Exceeding 2011 Approved Annual Budget – The Committee discussed revenue accounts.

Debt Service Budget Report – The Committee discussed the debt service budget.

General Fund Report – Dave Alleman gave the Committee a handout with the total Carryovers approved from the 2010 budget which was \$608,371.55, approved adjustment and corrections \$296,272.41 and approved new spending of \$934,174.00 for a total removal of \$1,838,817.96. The current balance is \$10,687,000 with an undesignated balance of \$7,155,000. The General Fund increased from 2010 approximately \$503,000. The Committee asked at the above handouts be presented at the County Board meeting on August 16, 2011.

Clerical & Financial Assistant Job Description – The Committee reviewed the job description for the part time/full time Clerical & Financial Assistant in the County Clerk’s Office. Motion by Steve Favorite, seconded by Ed Bluthardt to approve the job description subject to the Personnel Committee’s approval. All voting aye. Carried.

2012 Budget Instructions – The Committee decided to include in the Budget Instructions a zero percent increase for all departments and to state that each individual budget will be looked at the budget hearing. Also, to ask the department heads to suggest areas where the County could save money. The County Clerk stated that he will rewrite the instructions and email the members for their approval.

Letter – Vilas County 2012 Projected Insurance Costs – The letter was reviewed regarding Property & Casualty, Liability, Boiler and Workers Compensation Insurances.

2012 Preliminary County Department Budget – Nothing was discussed at this time.

Letters and Communications – Steve Favorite informed the Committee that the cost of WCA Convention this September is \$10,430.00 for 10 members to attend. Mr. Favorite is mandating that any member wishing to attend this meeting will be asked to submit a written report to the Chairman for reimbursement and will be discussed at the October meeting.

Future meeting dates – Next meeting is scheduled for September 16, 2011.

There is nothing more on the agenda therefore; the meeting is adjourned at 12:05 a.m.

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

Submitted by: Kris Duening