

Meeting was called to order by Chair Chris Mayer at 9:30A.M., at the Vilas County Courthouse, Conference Room 2, Eagle River, Wisconsin.

The following members were present: Chris Mayer, Mary Kim Black Jim Behling, Erv Teichmiller, Jason Hilger and Kris Duening. Absent: Ed Bluthardt.

Motion by Erv Teichmiller, seconded by Jim Behling to approve the agenda to be discussed in any order at the discretion of the Chair. All voting aye. Carried.

Motion by Jim Behling, seconded by Mary Kim Black to approve the previous minutes from January 16, 2013. All voting aye. Carried.

Approval of Seminars and Lodging – Motion by Erv Teichmiller, seconded by Jim Behling to approve Jerri Radtke and Dave Alleman attending the WCCO conference, March 4 - 6 in Madison. All voting aye. Carried.

Bank Deposit Security – Sheriff Tomlanovich appeared before the Committee to discuss the matter. It was decided that it could be worked out between the Sheriff, Ms. Radtke, Mr. Hilger and Chris Mayer without discussing this in open session for security reasons.

Bids for 2009 In Rem Tax Foreclosures – Ms. Radtke presented the two bids that were received. Kim Schaeffer, Northwoods Title, has been providing this service for the past nine years and their bid was \$55 per parcel. The other bid received was from Goehe Appraisal for \$90 per parcel. Motion by Erv Teichmiller, seconded by Mary Kim Black to extend the contract to Northwoods Title for \$55 per parcel. All voting aye. Carried.

Line Item Transfers – Nothing at this time. The Committee discussed the committees of jurisdiction being informed when there are line item transfers. The Committee will discuss a policy for line item transfers at the next meeting.

Department of Social Services Emergency Checks – Kate Gardner and Cory Hoffmann appeared before the Committee to discuss this matter. It was explained that providers are paid once a month and there was a problem with the post office losing a few of the checks. Ms. Radtke explained that the office policy is a two week waiting period for the check to be found or to see if the check has been cashed. If the check cannot be cashed, a stop payment is issued with the bank. The stop payment is then given to the County Clerk’s office for the check to be voided and reissued. The check was then issued with the next check cycle, which is the first and third Wednesdays of the month. The Committee discussed the possibility of direct deposit for these checks, Ms. Duening will check with ACS. Emergency checks can be worked out with Mr. Hilger, Ms. Radtke and Ms. Duening.

Approval of Bills and Payroll – The Committee questioned a bill presented by Mr. Favorite for a registration, this will be looked into. Mr. Teichmiller asked that each Committee of jurisdiction get a current budget and a uniform list of bills that have been paid for the reporting department. Motion by Erv Teichmiller, seconded by Jim Behling to approve the paid bills report and the payroll report for December. All voting aye. Carried.

Finance Report – The December Finance report was discussed.

Total Receipts	1,187,676.50	Uncollected Taxes	1,899,224.00
Total Disbursements	2,354,032.89	Unassigned General Fund Balance	7,443,387.36
Outstanding Checks	151,196.00	Per month Unassigned GF Balance	8,154,023.00
Investments	6,338,614.77		
Total Cash and Investments	11,008,594.98		

Overtime Report – The Committee reviewed the December report.

County Board Per Diem vs Salary – The Committee discussed this matter and decided that the statutes would have to be looked at and that they need to check with the Corporation Counsel.

County Board Committee Individual Budgets – If each Committee has given a budget it might make them more fiscally responsible. Each Chairman would have to provide a budget including per diem, registration, mileage and meal expenses. Committees may need to meet one less time per year, only have 1 member attend a convention and report back to the rest of the members. If more than one member needs to attend a conference they may need to get approval from the Finance Committee or the County Board Chair.

2014 Budget Process – The Committee discussed the 2014 process and what the goals will be in regards to deficit. Mr. Hilger would like to have direction from the County Board at the January meeting.

Civil Service Expense Coding – Motion by Erv Teichmiller, seconded by Mary Kim Black to include the Civil Service Commission managed by the Human Resources Director. All voting aye. Carried. It will be coded within the County Board budget.

Out of State Travel – Nothing at this time.

Letters and Communications – Nothing at this time.

Future meeting dates – Next meeting is scheduled for February 13, 2013 at 9:30 a.m.

There is nothing more on the agenda therefore; the meeting is adjourned at 11:59 a.m.

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

Submitted by: Kris Duening