

Meeting was called to order by Chairman Chris Mayer at 9:03 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, Steve Favorite and Kris Duening. Excused: Charles Rayala

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

**Approval of Bills and Payroll** - Motion by Linda Thorpe, seconded by Jim Behling 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 12/30/2011 and 1/13/2012 for Courthouse and Highway payrolls. All voting aye. Carried.

Steve Favorite joined the meeting at 9:18 a.m.

**COA – Unanticipated Revenue** – Joe Fortmann and Sue Richmond explained that in October they requested a line item transfer of \$20,000 to cover expenses through December 31, 2011. The local radio station held a fund raiser to help the elderly. The donations totaled approximately \$10,000. Mr. Fortmann would like to be able to use these donations to run the meal programs into the first quarter of 2012. The Committee recommended that COA keep the \$10,000 donations to run meal programs.

Mr. Fortmann also informed the Committee that they were using 2011 grant money to pay contracts for 2012 and were told by the County Clerk's Office that these expenditures would not be allowed. Ms. Richmond also checked with the State and using 2011 money for 2012 is not allowed. The Committee suggested that COA contact Jeff Cohen to see if funds could be used within their budget.

**Investment of County Funds** – Jerri Radtke presented the December report. Motion by Jim Behling, seconded by Ed Bluthardt to approve the Treasurer's report for December 2011. All voting aye. Carried. Chris Mayer asked that this report be presented the County Board meeting in January.

**2008 Tax Bid Foreclosure** – Jerri Radtke presented a proposal from Northwoods Title & Closing Services for the 2008 In Rem Tax Foreclosure process. The bid states that it will cost \$50 per parcel and \$60 per parcel that has a special assessment letter attached to it. Motion by Linda Thorpe, seconded by Jim Behling to approve this proposal. All voting aye. Carried.

**Resolution – Cancellation of Outstanding Checks** – Jerri Radtke presented a list of outstanding check that need to be written off and credited to the surplus funds. Motion by Linda Thorpe, seconded by Steve Favorite to approved sending this resolution to the January County Board meeting. All voting aye. Carried.

**Out of State Travel** – Ms. Radkte reported that she will be attending the NACCTFO conference in Washington, DC on March 1 – 4, 2012. This travel is paid for by the National Treasurers Association.

**Overtime Report & Sick Time Report**– Joe Fath and Janna Kahl appeared before the Committee to discuss the overtime report from the Sheriff's Department. A handout was given to each committee member indicated what the overtime percentages are for within each department. The Committee reviewed the overtime and sick time report for December. This report will be presented to the County Board at the January meeting.

**Out of State Travel** – Motion by Linda Thorpe, seconded by Jim Behling to approve the out of state travel for Louise Horn to the Duluth, MN, January 21 and 22 for the Basic Inland Search & Rescue. All voting aye. Carried.

Charles Rayala requested permission to attend the TDA Conference in Washington, DC, April 18, 19, 2012. Motion by Jim Behling, seconded by Steve Favorite to postpone action on this item until April 4, 2012 and send a letter to the highway department stating the same. All voting aye. Carried.

**Register of Deeds – Maintenance Agreements** – Motion by Steve Favorite, seconded by Jim Behling to approve the maintenance agreement for the Canon MS 300 Microscanner and the Canon DR5010c Scanner. All voting aye. Carried.

**Line Item Transfers** – Motion by Ed Bluthardt, seconded by Linda Thorpe to approve the following line item transfers:

Corporation Counsel - Transfer \$1,282.46 - \$107.05 from Maintenance of Equipment 100.51315.240, \$200.00 from Transcripts 100.51315.245, \$167.17 Lease of Equipment 100.51315.259, \$699.00 from Conventions, dues & mtgs. 100.51315.320, and \$109.24 from Xerox 100.51315.312 to Outside Legal Counsel 100.51315.149.

All voting aye. Carried.

**Approval of Seminars and Lodging** – Motion by Jim Behling, seconded by Linda Thorpe to approve Joan Hansen attend the WRDA District meeting on February 3 and WI Register of Deeds Association and WI Constitutional Officer Conference, March 4 -7, 2012. All voting aye. Carried.

**Letters and Communications** – The Committee discussed the structure of future committees.

**Future meeting dates** – Next meeting is scheduled for February 16, 2012.

There is nothing more on the agenda therefore; the meeting is adjourned at 11:22 a.m.

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

Submitted by: Kris Duening