

Meeting was called to order by Chairman Chris Mayer at 9:02 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 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 Charles Rayala, seconded by Linda Thorpe to approve the previous minutes. All voting aye. Carried.

**Approval of Bills and Payroll** - Motion by Ed Bluthardt, seconded by Jim Behling to approve the bills from the various departments. All voting aye. Carried. Motion by Jim Behling, seconded by Ed Bluthardt to approve the payrolls from 2/24/2012 and 3/9/2012 for Courthouse and Highway payrolls and 2/21/2012 Board payroll. All voting aye. Carried.

**Resolution – Budget Amendment – 2011 General Fund Expenditure Accounts Ending Balance Deficits –** The Committee reviewed the resolution and spoke to Dave Alleman via telephone. Mr. Alleman explained that the Committee has to recognize the deficits, but no money has to be transferred. Motion by Linda Thorpe, seconded by Charles Rayala to approve this resolution and forward to the March County Board meeting. All voting aye. Carried.

**Transfer from General Fund – Combining of the Commission on Aging Offices with an ADRC –** Joe Fortmann and Mary Platner appeared for the Committee to discuss this matter. The current plan is to relocate and collocate with an ADRC office in Eagle River. They have currently looked at 15 different properties and have decided on 521 Wall Street, Eagle River. The cost for this relocation is approximately \$60,000 for this year. The lease for this building would be for five years. Combining an ADRC and the Commission on Aging office would allow the sharing of costs and provide better service to Vilas County. Motion by Jim Behling, seconded by Charles Rayala to acknowledge the \$60,000 line item transfer from the General Fund and to create the appropriate line within the budget. All voting aye. Carried.

**Investment of County Funds –** Jerri Radtke presented the February report.

**Petty Cash for Clerk of Circuit Court – Jerri Radtke –** Ms. Radtke is recommending that the Cash Account Policy be amended, so that the Clerk of Circuit Court is allowed to have \$100.00 on hand rather than \$50.00. Motion by Charles Rayala, seconded by Jim Behling to approve the amended policy. All voting aye. Carried.

**Affidavit of Canceled Tax Certificates –** Ms. Radtke presented the Affidavit of Canceled Tax Certificates for 1999. Motion by Ed Bluthardt, seconded by Charles Rayala to approve these tax certificates. All voting aye. Carried.

**Out of State Travel –** Sheriff Tomlanovich was present to discuss Joe Fath attending the National Center for Missing & Exploited Children's Enforcement training, in Alexandria, VA on April 22 & 23, 2012 and Rural Law Enforcement's Rural Executive Management Training in Phoenix, AZ, May 20-24, 2012. Motion by Charles Rayala, seconded by Jim Behling to approve the out of state travel for Joe Fath. All voting aye. Carried.

**Approval of Seminars and Lodging –** Nothing at this time.

**Line Item Transfers –** Nothing at this time.

**Resolution: Creation of a Finance Manager Position** – Ms. Kahl reported that Personnel Committee will be meeting this afternoon to discuss wages. Ms. Kahl compared other counties and felt that a range of \$65,000 - \$75,000 would be appropriate for Vilas County. The Committee discussed the direct supervision of financial employees in Social Services, Highway, Sheriff and County Clerk's Offices. The Committee felt that these employees should report to their appropriate department head. Motion by Charles Rayala, seconded by Ed Bluthardt to approve the salary range of \$65,000 - \$75,000, contingent upon approval from the Personnel Committee and forward the resolution to the March County Board meeting. All voting aye. Carried.

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

**Letters and Communications** – Nothing at this time.

**Future meeting dates** – Next meeting is scheduled for April 18, 2012.

There is nothing more on the agenda therefore; the meeting is adjourned at 10:27 a.m.

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

Submitted by: Kris Duening