

Meeting was called to order by Chair Chris Mayer at 9:02A.M., at the Vilas County Courthouse, Conference Room 2, Eagle River, Wisconsin.

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

Motion by Jim Behling, seconded by Erv Teichmiller 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 Chris Mayer to approve the previous minutes from November 16, 2012. All voting aye. Carried.

2011 Audit Presentation – Jon Trautman, Schenck, appeared before the Committee to discuss the findings in the last audit. Some of the findings that are noted in the Management Letter will be eliminated in the future now that we have a Finance Director. One of the findings is that the County is liable for 15 credit cards in the Sheriff's Department with a limit of \$5,000 on each card. This will be looked at in the future.

Deputy Treasurer Appointment – Jerri Radtke introduced Sue Petruzates as the new Deputy County Treasurer and she will be taking over the position on January 21, 2013 when Peggy Cleveland retires.

Resolution – Designated Public Depositories and Authorization for Withdrawal of County Funds – The Committee discussed making deposits at the bank more secure. This will be discussed at the next meeting with Jim Galloway. Motion by Jim Behling, seconded by Erv Teichmiller to sign the resolution and forward it to the January County Board meeting. All voting aye. Carried.

Contingency Account – Mr. Hilger explained that it would be cleaner to transfer money from the Contingency account to individual line items as needed. Motion by Erv Teichmiller, seconded by Jim Behling to make journal entries from the Contingency Account to the appropriate budgets as needed. All voting aye. Carried.

County Board Per Diem – The Committee discussed salaries for County Board members versus per diem. It was suggested that they may need to be called Commissioners instead of Supervisors. This will be discussed at the next meeting. It was also suggested that each Committee have a budget. This will also be discussed at the next meeting.

Finance Report – The November Finance report was discussed.

Overtime Report – The Committee reviewed the November report.

Line item transfers – Motion by Jim Behling, seconded by Erv Teichmiller to approve the following line item transfer:

Zoning - \$600.00 from Conventions, Dues 100.56401.320 & Meetings to Publishing Fees 100.56401.323.

All voting aye. Carried.

Approval of Bills and Payroll - Motion by Jim Behling, seconded by Erv Teichmiller to approve the paid bills report for November and approve Courthouse and Highway payrolls for November 16, 30 and December 7 and County Board payroll for November 16. All voting aye. Carried.

Mileage Rate – The State rate is .515 and the Federal rate for 2013 is .565. The Committee discussed having a County vehicle pool use policy and having employees use the County vehicle instead of their own. It was suggested that the Public Property Committee look at fleet vehicles or rental cars.

2014 Budget Process – The Committee discussed the 2014 process and how process will start in mid January instead of waiting until August. The Committee would like to see a 5 year plan that includes infrastructure leasing, personnel costs and equipment purchases. It was suggested that Mr. Hilger meet with Committee Chairs and Department Heads to come up with cost savings plans and a 5 year plan. Mr. Hilger also suggested that employees may have ways to streamline operations within a department. The Committee wanted to add the 2014 Budget process on the County Board agenda for January.

Approval of Seminars and Lodging –Nothing at this time.

Out of State Travel – Nothing at this time.

Letters and Communications – Nothing at this time.

Future meeting dates – Next meeting is scheduled for January 16, 2013 at 9:30 a.m.

There is nothing more on the agenda therefore; the meeting is adjourned at 11:28 a.m.

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

Submitted by: Kris Duening