

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: Chair Chris Mayer, Mary Kim Black, Jim Behling, Edward Bluthardt and Erv Teichmiller.

Excused absences: none.

Other present: Jason Hilger, Kris Duening, Jean Nitz, Paul Tirpe, Tom Nitz, Bob Egan, Joe Fath.

Motion made by Mr. Behling, seconded by Ms. Black to approve the agenda to be discussed in any order at the discretion of the Chair. All voting aye. Carried.

Motion made by Ms. Black, seconded by Mr. Bluthardt to approve the previous minutes from April 15, 2013. All voting aye. Carried.

Finance Report – The April finance report was presented. Mr. Bluthardt suggested the finance director review the resolution for the Department of Social Services which caps the fund balance at year-end at \$200,000 and offer any changes if considered necessary. Chairman Mayer suggested that Mr. Hilger attend a committee meeting at the Department of Social Services to discuss this issue, if needed.

Committee Consolidation – Discussion pursued which committees would be a good fit for or could be consolidated with the Finance and Budget Committee. Those suggested were Legal & Judicial, Health Insurance, Library, etc. It was requested to put this item on the next agenda and have supervisors consider their thoughts and bring consolidation ideas with them to the next meeting.

Resolution 2013 – Designating Public Depository and Authorization for Withdrawal of County Funds – This resolution was previously passed by County Board; however, there has recently been a bank merger noted by the Treasurer thus a name change was needed from Mid-Wisc Bank to Nicolet National Bank. Motion made by Mr. Bluthardt, seconded by Mr. Teichmiller to approve the resolution to go to County Board.

Approval of Bills and Payroll – Motion made by Mr. Behling, seconded by Mr. Teichmiller to approve bills and payroll. Discussion pursued about supervisor expense reports and it was requested that the committee would like to see more codes allowed in Kronos so supervisors can log what specific meetings they attended. Ms. Duening indicated she will follow up with the HR Director and the Kronos capabilities. It was noted by Mr. Bluthardt that relying on controls of an automated system and approving the bills and payroll without signing paper copies of bills, payroll and supervisor expense reports may be giving up too much committee control. Mr. Teichmiller indicated we need to keep moving forward with automated and efficient processes and rely on our accounting and administrative staff to review and process payrolls and bills and trust that they will alert us when they see things that are inappropriate, over budget, or are of a particular other concern. 4 Voting aye, Mr. Bluthardt naye, Carried.

Overtime Report – Overtime for April is 204 hours and \$7,088 less than March. Most of the reduction is from the highway department. Some reduction in the sheriff's department and jail also is noted. As previously requested by this committee, this information was also shared with the HR Director for review and monitoring.

Matching funds-O.J.A. Grant for D.A. Office - This resolution is being forwarded to the County Board by Stephen Favorite and Mr. Behling. The funds are to be taken from the D.A.'s budget. No action was needed at this meeting.

Line Item Transfers – None.

2014 Budget – Discussed changing the budgeting process to budget for priorities and/or budget for outcomes versus compiling the budget department by department as done in the past. Discussed having a special board meeting on the budget to develop such a process and have feedback on outcomes, priorities, and budget goals. Discussed the need or desire of this meeting be facilitated by Mr. Hilger or others. Mr. Teichmiller requested

Mr. Hilger to work on an agenda for such a meeting and share drafts with the finance department members as it develops.

Coroner's Budget – The sheriff indicated during the April Finance and Budget Committee meeting that he may have a minivan the coroner could use for travel which would reduce the county's expense for travel. Recently the Sheriff indicated this vehicle is still needed in the sheriff's department and is not available for the coroner. The county could recognize a cost savings if it provided an automobile for this position rather than pay personal mileage; however, location of the vehicle and shared use among the coroner and the deputies may be difficult. To offer some budget relief, the coroner indicated he will charge fees to recover county costs for travel and autopsies when such services are not necessary to meet statute and instead requested by 3rd parties. Mr. Behling indicated we are spending almost 3 times more than our surrounding counties as well as another ten or so counties benchmarked by Mr. Hilger. Mr. Behling asked Mr. Tirpe to compile the data on the number of deaths in several area counties so the committee can look at the data to determine why the county's spend is so high. Mr. Tirpe indicated he thought this meeting was productive and he is happy to help cut costs where they can and he acknowledges the authority of this committee to oversee the costs of his department. He indicated he will gather data and report back next month. This item will be back on the budget for next month.

Coroner's Fees – Fees are established by the county board. In 2005 fees were increased from \$125 to \$190 for picking up a deceased and from \$350 to \$425 for transporting a deceased for an autopsy. The autopsy can take 11 or 12 hours of which the coroner or his staff attends. No action taken at this time. This item will be discussed again next month.

Resolution for Coroner Fee Increases for Cremation Permits, Disinternment Permits and Body Bags– The resolution increases fees for cremation permits and disinternment permits from \$50.00 to \$75.00 and body bags from \$30.00 to \$50.00. Motion made by Mr. Bluthardt, seconded by Mr. Behling to approve the resolution and send to the county board. All voting aye. Carried.

Resolution for Sheriff's Spillman Server – This joint resolution from the Finance and Budget Committee and the Public Property Committee for an amount equal to the quote from Spillman, not to exceed \$60,000, with the funds to be taken from the general fund and will offer a cost savings of approximately 10% or \$5,000 if we order now and pay for in 2014. Motion made by Mr. Bluthardt and seconded by Mr. Teichmiller requesting to approve the resolution and pass on to the Public Property Committee and the County Board. All voting aye. Carried.

Resolution 2013-Central Wisconsin Regional Loan Fund – This joint resolution which has already been approved by the Economic Development Committee and has no cost to the county and will allow Vilas County to join a consortium of counties and will provide an opportunity for Vilas County businesses to have access to loan funds, pending approval of their loan application and other factors. Motion made by Mr. Teichmiller, seconded by Mr. Bluthardt to approve the resolution and pass on to the County Board. All voting aye. Carried.

Closed Session pursuant to Wis. Stat. Section 19.85(1)(c) for the purpose of considering employment and compensation of a public employee over which the Finance Committee exercises responsibility – Motion made by Mr. Teichmiller, seconded by Mr. Bluthardt to enter into closed session. All voting aye. Carried.

Adjourn closed session pursuant to Wis. Stat. Section 19.85(1)(c) and return to open session – Motion made by Mr. Teichmiller, seconded by Mr. Bluthardt to adjourn closed session and enter open session. All voting aye. Carried.

Closed session action - motion made by Mr. Bluthardt, seconded by Ms. Black to direct the personnel committee to consider the issues that were discussed in closed session in this meeting today. 4 Voting aye, Mr. Teichmiller naye. Carried.

Contingency Fund – The county paid an invoice for the 1st year of maintenance fees for the Kronos Timekeeping system. This item, by resolution, was supposed to be budgeted in the IT department and was not.

Motion made by Mr. Behling, seconded by Ms. Black to approve the use of contingency funds to cover this. All voting aye. Carried.

Out of County Travel – Motion to approve the Treasurer to travel to Rhinelander or Minocqua for WCTA October meeting and to Kenosha for June WCTA Conference and for Mr. Hilger and Ms. Duening to travel to St. Cloud, Minnesota for a free ACS budgeting and software training in June made by Mr. Behling, seconded by Ms. Black. Discussion-it was noted that travel is in the budget. All voting aye. Carried.

Out of State Travel – see above action.

Letters and Communications – None

Future meeting dates – Next meeting is scheduled for June 12, 2013 at 9:30 a.m.

There is nothing more on the agenda therefore; the meeting is adjourned at 12:30p.m.

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

Submitted by: Jason Hilger