

Meeting was called to order by Finance Director, Jason Hilger at 9:00A.M., at the Vilas County Courthouse, Conference Room 2, Eagle River, Wisconsin.

The following committee members were present: Kim Simac, Mark Rogacki, Erv Teichmiller, Vernon Wiggerhauser, and Mary Kim Black.

Excused absences: None.

Other present: Jason Hilger, Tom Nitz, Dave Alleman, Ron De Bruyn, Joe Fath, Dave Saddenwasser, Dave Alleman, Mark Collins, Ken Anderson, Jerri Radtke and Kris Duening.

Introductions were made by everyone in the room.

A request for nominations for the committee chair was made by the Finance Director. A motion was made by Mr. De Bruyn to nominate Mr. Rogacki for chair. Two other calls for nominations for committee chair were made and no additional nominations were made. Motion made by Mr. DeBruyn to cast a unanimous vote for Mr. Rogacki. Seconded by Ms. Simac. All voting eye. Carried.

Motion made by Mr. Teichmiller to nominate Mr. Wiggerhauser for Committee Vice-Chair. Two other calls for committee vice chair were made and no additional nominations were made. Seconded by Ms. Black. All voting eye. Carried.

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

Motion made by Ms. Black to approve the previous minutes from April 10, 2014. Seconded by Mr. Teichmiller. No changes or comments made. All voting aye. Carried.

Introductions – formal introductions were made to welcome in-coming supervisors and other attendees at the meeting.

Resolution to County Board – Budget Transfer from General Fund to the Solid Waste and Recycling Budget - Motion by Mr. Teichmiller to deny the resolution and ask the Finance Director to make a line item transfer from allocated wages to grant expenditures. Seconded by Mr. De Bruyn. Discussion: it was asked that Mr. Saddenwasser come back to this committee and ask for contingency funds later this year to resolve the budget deficit in allocated wages, if needed. All voting aye. Carried.

2nd Half Tax Notices – Ms. Radtke made a brief presentation to inform the committee about 2nd half tax notices. She explained that 2nd half courtesy tax reminders are sent in June to remind taxpayers to pay their balances due. In 2013, the County changed from mailing a private letter reminder to using an outside vendor who mails post cards which identify the tax amount and property ID resulting in a reported cost savings of \$5,000. A taxpayer complained to Ms. Radtke and indicated he/she would rather have the notice in an envelope to provide more privacy. For a fee of approximately \$400, our software can be modified so we can have the option to opt taxpayers out of receiving a 2nd half notice. It was noted that there is currently one individual complaining. By consensus, the committee, decided to not alter our software.

Finance Report – The April finance report was presented. Cash and investments are reported as \$17.6 million and unassigned fund balance of \$12.4 million. The December unassigned fund balance is currently \$7.9 million; however, the books are not officially closed for the year. This balance is approximately \$600 thousand higher than December 31, 2012 indicating a solid year for 2013.

Long Term Debt Summary – It was noted that our total debt balance at 12/31/13 is \$3,590,000 which is very low and our debt will be paid off in 2019. It was noted that interest rates are still very low and this committee has the responsibility to manage the debt. It was noted that our debt service payments will decline drastically in the next few years which will result in direct reductions to the levy.

Fund Balance Comparison – a report was provided but not discussed which identified the 12/31/12 fund balances.

2013 Carryovers to 2014 - Motion made by Ms. Black to approve the carryovers of \$477,437.38 as presented. Seconded by Mr. Teichmiller. Discussion: It was noted the majority of the carryovers are state funds, grant funds, or donations. All voting aye. Carried.

Approval of Bills and Payroll – Motion made by Mr. Teichmiller to approve bills and payroll. Seconded by Ms. Black. All voting aye. Carried.

Overtime Report – Overtime for April is 1,140 hours and \$32,807. Year-to-date overtime is lower by 384 hours and \$9,658 as compared to last year. Mr. Teichmiller requested that the finance director provide the amount of overtime which is reimbursed to the county by the state, the townships, or others on future overtime reports.

Line Item Transfers – There were no unusual or significant transfers processed by the Finance Director brought to the attention of the committee.

Out of County Travel – Motion made by Mr. Teichmiller to approve out of county travel for our Register of Deeds for training in Wisconsin Dells on June 4th-6th, our Treasurer to Winnebago County for June 10th-13th, and our Victim Witness Coordinator to Wisconsin Dells on June 17th-19th. Seconded by Ms. Black. Discussion – the committee would like to see the standing rules amended so this committee does not have to approve such budgeted items. All voting aye. Carried.

Letters and Communications – None

Future meeting dates – Next regularly monthly meeting is scheduled for Wednesday, June 11th at 9:30 a.m.

There is nothing more on the agenda therefore; the meeting is adjourned at 11:30 a.m.

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