The meeting was held in the Rusk County Government Center third floor conference room.


Chair Tatur called the meeting to order at 8:30 a.m.

Skogen/Dixon made a motion to approve the December 21, 2011, minutes. Motion carried.

Andy Albarado presented the economic development report which included an update on the buildings and projects.

Tom Hall was present to discuss EMT holiday pay. EMTs are excluded from the new Personnel Handbook, and Hall is working on updating the EMT handbook. Dixon/Skogen made a motion to approve financing of EMT holiday pay upon approval of the Personnel Committee. Motion carried.

Mike Naczas was present to discuss the Maintenance and Trails End budgets. It was the consensus of the Committee to have Tatur attend the Trails End Board of Trustees meeting along with Naczas to discuss the Trails End budget.

Mike Zimmer was present to request contingency fund money in the amount of $7,984.31 to pay for AutoCAD software for the Land and Water Conservation department. Dixon/Kaiser made a motion to approve the contingency fund request of $7,984.31 for the Land and Water Conservation AutoCAD software. Motion carried.

Paul Teska was present to discuss financing of the extra help in Forestry. Skogen/Dixon made a motion to approve a line item transfer from the vacant Parks Supervisor expense line to pay for extra help in the Forestry department. Motion carried.

Vouchers paid January 1, 2012, to January 17, 2012, were reviewed, discussed, and signed. Vouchers to be paid after the meeting were reviewed, discussed, and signed. Skogen/Dixon made a motion to approve paying the bills. Motion carried.

Dixon/Kaiser made a motion to send the resolution Amend Resolution #10-52A Amend 2011 Budget for Carry Forward WNEP Donation to the County Board. Motion carried.

The Committee opened three letters received regarding the CDBG administration for the new block grant funding. The letters were from Antigo Housing Authority, Chippewa County Housing Authority, and Carolyn Martin. Both Antigo Housing Authority and Chippewa County Housing Authority expressed interest in the CDBG program and requested updates on the progress of the funding. Dixon/Skogen made a motion to acknowledge the letters and add them to the meeting minutes. Motion carried.
Authority and Chippewa County Housing Authority chose not to submit proposals at this time.  **Skogen/Kaiser made a motion to accept Carolyn Martin’s proposal to administer the new block grant funds. Motion carried.**

Schmit informed the Committee that the Property Committee approved paying for the time keeping software for Caselle needed to import the data from Kronos.

Wetzel informed the Committee that the Property Committee reviewed a proposal from Centurylink to upgrade the phone system. It was the consensus of the Property Committee to have Centurylink submit a quote for a complete new system for cost comparison.

**Dixon/Skogen made a motion to approve Denise Wetzel attending the WCCO Conference on March 5 to 7 in Madison. Motion carried.**

Line item transfers for 2011 were reviewed as follows: Animal Shelter, Zoning with $9,592.93 from contingency, and Zoning Meter Fund. A line item transfer for 2012 Health and Human Services ES was also reviewed. **Kaiser/Skogen made a motion to approve the line item transfers and the contingency fund request of $9,592.93 for Zoning as presented. Motion carried.**

**Skogen/Dixon made a motion to forward the resolution Amend 2011 Budget for Airport Expansion to the County Board. Motion carried.**

Wetzel presented the Clerk’s report which included an update of marriage licenses, DNR licenses, elections, tax deed sales, and dog licenses.

Joanne Phetteplace presented the Treasurer’s report which included an update of the bank balances.

Schmit presented the Finance Director’s report which included the sales tax report, collection of back taxes, insurance report, and county car report.

The next regular meeting is Tuesday, February 14, 2012.

**Dixon/Skogen made a motion to adjourn. Motion carried.**

The meeting was adjourned at 12:30 p.m.

Rosemary Schmit, Recording Secretary