Finance Committee Meeting Minutes

The meeting was held in the Rusk County Government Center third floor (LEC) meeting room.

Present: Randy Tatur, Jim Platteter, Pete Boss, Karl Fisher, and Arian Knops. Also present: Denise Wetzel and Rosemary Schmit.

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

Knops/Platteter made a motion to approve the April 17, 2013 minutes. Motion carried.

Paul Teska was present to discuss the Forestry department staffing resolution. Boss/Knops made a motion to forward the resolution for the Forestry department staffing to the County Board for approval with the recommendation that the funds come from the current year stumpage revenue. Motion carried.

Andy Albarado presented the economic development report which included an update of buildings and projects. Albarado presented a proposal to participate in a Discover Wisconsin Media Network program. Knops/Boss made a motion to transfer $7,500.00 out of the contingency fund to the Tourism budget to assist with funding Discover Wisconsin. Motion carried.

Verna Nielsen and Malcom (Bud) Young were present for the discussion related to Young requesting an extension for paying the back taxes on Donna Young Decker’s tax deed property. Boss/Platteter made a motion to delay taking title on all tax deed properties until August 1. Motion carried.

The Committee reviewed the list of tax deed properties.

Nielsen presented the Treasurer’s report which included an update of bank balances and tax deeds. The Committee discussed investment options with PMA.

Invoices paid May 1, 2013, to May 14, 2013, were reviewed, discussed, and signed. Invoices to be paid after Finance approval were reviewed, discussed, and signed. Platteter/Knops made a motion to approve paying the bills. Motion carried.

The Committee reviewed the Indianhead Transit restructure. Platteter/Fisher made a motion to support the resolution for the Indianhead Transit restructure and forward it the County Board. Motion carried.

Knops/Fisher made a motion to approve the 2014 budget timetable. Motion carried.

It was the consensus of the Committee to direct the departments to budget at a 0 percent wage increase for 2014 and budget 2014 health insurance at 2013 levels.

Cassandra Camren was present to discuss sales tax on purchasing card charges. Schmit explained that sometimes it is not cost effective to get a credit for sales tax charged on the purchasing card. It was the consensus of the Committee to allow the Finance department to determine on a case by case basis whether or not to direct departments to get a credit for the sales tax charged on the purchasing card.

The purchasing card agreement with Wells Fargo will expire in September. Platteter/Boss made a motion to continue contracting for the purchasing card and allow the Finance department to negotiate renewal of the purchasing card. Motion carried.
It was the consensus of the Committee that the County is not interested in allowing other municipalities to use the purchasing card.

Ted East was present to discuss HRA expense billing. East explained that the HRA expenses are not billable to the grant programs unless the HRA is actually used by the employee, and Health and Human Services is unable to capture match for grant programs on these unused HRA deductible expenses. East was informed by the State that if the County had an HSA, then matching money could be captured under these programs. The Committee discussed what to do with the HRA funding when an employee leaves employment and a new employee is hired. It was the consensus of the Committee to charge the department one deductible for the position and hold the department harmless during the year and charge the department at the end of the year if both employees in that position used the HRA funding. If the person in the position changes from a single plan to a family plan, the department should be charged the difference in the deductible funding. The Insurance Committee discussed HSA versus HRA options. The Insurance Committee also discussed methods for the employees to earn their deductible funding such as annual wellness exams.

Fisher updated the Committee on Personnel activities.

The Committee discussed compensation and work load for the Deputy Coroner. Platteter/Knops made a motion to pay Jim Rassbach $1,000 per month for serving as Deputy Coroner effective May 1, 2013. Motion carried.

Platteter/Fisher made a motion to approve the out of county travel requests for Verna Nielsen to attend the District 7 meeting on May 8 at the Price County Courthouse, for Verna Nielsen to attend the WCTA Conference on June 12 to 14 in Kenosha, for Renae Baxter to attend the Wisconsin Clerks of Circuit Court Association Summer Conference on June 12 to 14 in Rothschild, for Denise Wetzel to attend Critical Employee Emergency Planning Training on June 5 in Rice Lake, and for Rebecca McEathron Kramer to attend the Wisconsin Real Property Listers Association District Meeting on May 31 in Hayward. Motion carried.

Platteter/Knops made a motion to reimburse Renae Baxter for the 2011 court room expenses to be paid out the of 2013 budget. Motion carried.

The Committee reviewed the resolution for Rusk County Supervisors to vote when circumstances prevent a member from physically attending a meeting and made a few minor changes. Corporation Counsel Rich Summerfield will review this resolution before it is presented to the County Board for consideration.

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

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 Finance meeting is Wednesday, June 19, 2013.

Fisher/Tatur made a motion to adjourn. Motion carried.

The meeting was adjourned at 1:56 p.m.

Rosemary Schmit, Recording Secretary