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

Present: Randy Tatur, Jim Platteter, Peter 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.

**Platteter/Boss made a motion to approve the June 20, 2012, minutes. Motion carried.**

**Boss/Knops made a motion to approve the June 28, 2012, minutes with changing the word “would” to “could” in the fourth paragraph, changing the words “quotes” to “verbal estimates” in seventh and eighth paragraphs, and adding “The Committee discussed bid results and the County funding $20,000.00 for this project as a result of the County impacting this roadway through the County Rusk Regional Transshipment Facility project.” to the end of the fourth paragraph. Motion carried.**

Invoices paid July 1, 2012, to July 18, 2012, were reviewed, discussed, and signed. Invoices to be paid after the meeting were reviewed, discussed, and signed. Mike Naczas was present to answer questions regarding invoices. **Boss/Knops made a motion to approve paying the bills. Motion carried.**

Andy Albarado presented the economic development report which included an update on projects and buildings. The Committee discussed crack sealing at the Airport. It was the consensus of the Committee that if the Property Committee approves the crack sealing project to see if the Airport budget has enough funds to cover the project before allocating money from the contingency fund.

**Boss updated the Committee on the timekeeping software.**

The Committee reviewed Chapters 1, 2, and 3 of the Financial Procedures Manual. Fisher recommended changing the page numbering system. Chapter 1 should be amended to differentiate between petty cash and deposited money. Chapter 2, Section E should include language “following Chapter 1 guidelines.” Boss suggested that the Concession Fund in Chapter 3 be updated to reflect that profits from the candy and pop machines are no longer going into this fund. There is currently $448.66 in this fund. The Committee inquired how the Sheriff Bond Fund in Chapter 3 is different from petty cash. Schmit will draft the proposed changes to the three chapters and bring them to the next Finance Committee meeting for final approval.

**Fisher updated the Committee on Personnel issues.**

Phil Montwill was present to answer questions about crack sealing at the Airport.
The Committee reviewed the capital projects list. Manley Peterson was present to answer questions relating to the IT items on the list. It was the consensus of the Committee to include funds for the courthouse cooling system, phone system, and dispatch consoles in the State Trust Fund loan along with refinancing other higher interest rate loans.

**Platteter/Knops made a motion to amend Chapter 2 of the Financial Procedures Manual to change the amount of petty cash for the Junior Fair from $300.00 to $400.00.** Motion carried.

**Platteter/Boss made a motion to approve the 2011 Health and Human Services line item transfers as presented.** Motion carried.

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

Gary Rivers and Carol Nagel were present to discuss the 2011 risk reserve request. **Knops/Platteter made a motion to approve using $58,209.47 from the Health and Human Services risk reserve for 2011 expenses.** Motion carried.

**Fisher/Knops made a motion approve the out of state travel for Nancy Hahn to attend the Nation Organization for Victim Assistance Conference in San Diego, California, on August 17 to 23.** Motion carried.

Joanne Phetteplace explained that we did not have to update the depository resolution at this time, because the Finance Committee had extended the agreement.

It was the consensus of the Committee to wait until next month’s meeting to act on the PMA Financial Network agreement in order to get an opinion from the corporation counsel.

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 Wednesday, August 15, 2012. **Knops/Boss made a motion to adjourn.** Motion carried.

The meeting was adjourned at 2:25 p.m.

Rosemary Schmit, Recording Secretary