The meeting was held in the Law Enforcement Center meeting room.


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

**Skogen/Platteter made a motion to approve the May 19, 2010, and June 11, 2010, minutes. Motion carried.**

Vouchers paid June 1, 2010, to June 15, 2010, were reviewed, discussed, and signed. Vouchers to be paid following the meeting were reviewed, discussed, and signed. Phil Schneider was present to request that the Committee reconsider the two ambulance squad reimbursement vouchers that were denied at the April 21, 2010, Finance Committee meeting. **Platteter/Skogen made a motion to approve the two ambulance squad vouchers that were denied in April and to require that a written policy be established and included in the County’s Financial Procedures Manual before any more of these types of reimbursements are made. Motion carried. Skogen/Platteter made a motion to approve paying the bills. Motion carried.**

Chair Tatur called for a closed session to review wage adjustment/reclassification requests—Auditor’s office staff for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility, WI Stats 19.85(1) (c). **Skogen/Dixon made a motion to go into closed session. Roll call: Tatur, yes; Skogen, yes; Platteter, yes; Dixon, yes. Motion to go into closed session carried my roll call vote.**

The Committee went into closed session at 9:46 a.m.

**Dixon/Skogen made a motion to return to open session. Motion carried.** The Committee returned to open session at 10:25 a.m.

**Skogen/Platteter made a motion to forward the reclassification/wage adjustment requests of the Melissa Roach and Cassandra Camren to the Personnel Committee for consideration. Motion carried.**

The Committee reviewed the request to reimburse Dave Kaminski for expenses that were submitted beyond the 60-day limit according to Financial Procedures Manual guides. **Dixon/Platteter made a motion to make a one-time exception to the Financial Procedures Manual reimbursement policy and reimburse Kaminski for these expenses. Motion carried.**
Platteter/Skogen made a motion to amend the Financial Procedures Manual to allow for petty cash in the Forestry department in the amount of $50.00. Motion carried.

Joanne Phetteplace was present for the discussion of ACH payments for vendors. Skogen/Dixon made a motion to amend the Financial Procedures Manual to allow for ACH transfers where necessary such as AFLAC and child support payments. Motion carried.

Phetteplace presented the Treasurer’s report which included an update of the County’s investments.

Present for the 2011 budget discussion: Nanci Mertes, Dave Kaiser, Dave Kaminski, Gary Hahn, Cassandra Camren, Melissa Roach, Gary Rivers, Carol Nagel, Linda Effertz, Paula Carow, CeCe Tesky, Carol Lynn Arndt, Nancy Hahn, Mike Naczas, and Andy Albarado. Excused: Tom Hall and Paul Teska. Tatur instructed the departments to include a ten percent increase in health insurance and use the 2011 wage rates as established but to keep everything else the same. Tatur informed the group that the Committee has discussed reducing hours or implementing furloughs. If there are any retirements anticipated within the departments, please let the Committee know so that they can plan ahead. Schmit reminded departments that budgets are due into the Auditor’s office by August 6.

Rivers and Nagel were present to discuss carry forward requests. After closing the 2009 books, there is a balance of $345,145.19 in 2009 levy funds remaining. The Health and Human Services Board recommended carrying forward $100,000.00 of these funds for the 2011 Home Care budget and $200,000.00 of these funds to create a risk reserve needed because of long-term care moving to a managed care system. Rivers commented that the biggest anomaly is long-term institutionalizations. Dixon/Skogen made a motion send a resolution to the County Board to carry forward $100,000.00 to be applied to the 2011 Home Care budget. Motion carried. The Committee will revisit the request for a risk reserve at its July meeting.

The Committee discussed the use of a purchase card when vendors charge an additional fee. Skogen/Platteter made a motion to establish a policy on a trial basis that directs departments not to use the purchasing card when a vendor charges a fee for use unless the fee is a flat fee which calculates as one-half percent or less of the total amount charged. Motion carried.

Platteter/Dixon made a motion to forward the resolution to Amend 2010 Park Development Fund Budget to the County Board. Motion carried.

Line item transfers for 2009 were reviewed as follows: Consortia, Economic Support, MAPC, Veterans Services, W2, Community Intervention, LIHEAP,
Services, Youth Aids, Children & Family Services, ADRC, Service Management, Home-Delivered Meals, Congregate Meals, Elder Abuse, and Family Caregivers. 2010 line item transfers and contingency requests were reviewed as follows: Drivers Escort with $196.00 needed for matching funds, Auditor, and Adult Services. Dixon/Platteter made a motion to approve the 2009 and 2010 line item transfers and 2010 contingency fund request as presented. Motion carried.

Wetzel presented the Clerk’s report. Twenty-five tax deed parcels were taken with eleven owners. Four hundred and fifty dog license reminders/citation post cards were sent out on June 1. There have been 34 marriage licenses issued, which is up 11 from last month. Voting machine maintenance will be conducted on July 19. Wetzel also reported on the human resource issues and other items the Clerks office has been working on.

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

Albarado presented the Economic Development report which includes an update on the buildings and projects. Skogen/Dixon made a motion to send the Resolution Supporting an Independent Study of Wisconsin’s Economic Development Competitiveness and Positioning, Conducted by the Wisconsin Economic Development Association (WEDA), Competitive Wisconsin, Inc. (CWI), Wisconsin Counties Association (WCA), and Wisconsin Economic Development Institute (WEDI) to the County Board. Motion carried. Platteter/Dixon made a motion to approve Andy Albarado attending the International Wood Fair in Atlanta, Georgia, on August 23 to 28, with costs being covered by Momentum and Xcel Energy. Motion carried.

The next regular meeting is Wednesday, July 21, 2010 at 8:30 a.m. Skogen/Platteter made a motion to adjourn. Motion carried.

The meeting was adjourned at 1:30 p.m.

Rosemary Schmit, Recording Secretary