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

Present: Randy Tatur, Eldon Skogen (at 9:00 a.m.), Jim Platteter, Cliff Taylor (at 8:43 a.m.), and Phil Kaiser. Also present: Denise Wetzel and Rosemary Schmit.

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

**Kaiser/Tatur made a motion to approve the February 22, 2010, minutes. Motion carried.**

Vouchers paid March 1, 2010, to March 15, 2010, were reviewed, discussed, and signed. Vouchers to be paid following the meeting were reviewed, discussed, and signed. **Platteter/Skogen made a motion to approve paying the bills. Motion carried.**

Schmit distributed the Economic Development report.

The Committee reviewed the Prevailing Wage Authorization resolution. **Skogen/Platteter made a motion to approve sending the Prevailing Wage Authorization resolution to the County Board. Motion carried.**

Schmit distributed the financial report the software company generated using the existing software. It was the consensus of the Committee to distribute the financial report in this format at the March County Board meeting for review and to find out which board members would like to receive this report quarterly.

The Committee discussed developing a policy where no carry forwards will be allowed unless they are tied to completion of a project.

The meal reimbursement policy was discussed. **Platteter/Taylor made a motion to change the wording in Chapter 7 of the Financial Procedures Manual Item D from “For out of county travel with a duration of ten or more hours, employees will be reimbursed a daily stipend of $23.00,” to “For out of county travel with a duration of ten or more hours, employees may be reimbursed a daily stipend of up to $23.00.” Motion carried.**

**Platteter/Taylor made a motion to approve the out of state travel request for Cassandra Camren to attend the 1st Annual Government Training Academy by Larson Allen on April 1 in Minneapolis, Minnesota. Motion carried.**

**Taylor/Skogen made a motion to approve Denise Wetzel and one or two members of the Personnel Committee attending the Wisconsin Counties Association seminar entitled “From Hiring to Firing and Steps in Between” on March 29 in Stevens Point with Randy Tatur having permission to authorize additional Personnel Committee members attending this training. Motion carried.**
Land Information revenues were discussed. The State changed the fee schedule and distribution method. Under this new allocation, the Land Information department will receive less revenue; but the Register of Deeds will receive more revenue. The net effect will be approximately $6,000.00 increase in total revenues received by the two departments.

Surveyor charges to municipalities will be placed on next month’s Finance agenda.

Taylor/Platteter made motion to reduce the percentage charged to the Jail budget for preparation of jail meals at the Senior/Youth Building to zero effective January 1, 2010, since prisoner meals are no longer being prepared in that facility and transfer the levy of $6,524.28 from the Jail budget expense line 100-22-52112-397 Jail Meals to the Senior/Youth Building levy. Motion carried.

Skogen/Taylor made a motion to approve adding the Planning to Stay Ahead Class stipends to the pre-approved voucher list. Motion carried.

Camren updated the Committee on the purchase card. The only problem most departments are having with the purchase card is what spending limit to set on the cards. Camren informed the Committee that there will be some departments that need monthly spending limits of $50,000.00.

Resolutions were reviewed as follows: Amend 2010 Budget for Carry Forward Balances, Amend 2009 Tax Deed Budget, Amend 2009 Human Resources/Labor Negotiations Budget, Amend 2009 Wellness Budget, and Amend 2009 Sales Tax Budget. Platteter/Skogen made a motion to approve sending the resolutions to the County Board for approval. Motion carried.

The Committee reviewed and signed the resolution to Amend 2010 Jail Budget with Carry Forward from 2009 Sheriff and Jail Budgets. The Committee had approved presenting the request to the County Board, but the resolution had not been drafted.

Line item transfers and contingency fund requests for 2009 were presented as follows: Clerk of Circuit Court, Coroner, County Board, County Clerk, Courthouse with $3,645.65 from contingency, Ambulance, LEPC, Hazmat, Emergency Government, HHS Adult Services, and Dog Trust Fund. Line item transfers for 2010 were presented as follows: Courthouse, HHS Public Health, and HHS Economic Support. Kaiser/Taylor made a motion to approve the line item transfers and contingency fund request as presented. Motion carried.
Joanne Phetteplace presented the Treasurer’s report. The Committee reviewed the investments and made some recommendations. It was the consensus of the Committee to have the Treasurer invest $2,000,000.00 in three-year term certificates of deposit at Wells Fargo Bank. Plat books were discussed, and it was the consensus of the Committee that 100 additional plat books should be ordered.

Wetzel presented the Clerk’s report. Tax deed letters are going out the week of April 5. There is training for clerks, election inspectors, and poll workers on March 31. Public testing of ballots and machine programming is March 29.

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

The next regular Finance Committee meeting is Wednesday, April 21, 2010, at 8:30 a.m.

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

The meeting was adjourned at 1:54 p.m.

Rosemary Schmit, Recording Secretary