

FINANCE COMMITTEE

December 11, 2008
County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:01 a.m.

Members Present: Fred Parent, Joseph Sweda, James Seidl and Chuck Zenner

Members Absent: Allen Beadles had an excused absence.

Other Attendees: Jim Metz, Larry Brandl, Deb Wiinamaki Marie Koerner and Bruce Strama

Approve Minutes of the November 13, 2008 meeting: Zenner/Sweda to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Zenner/Sweda to approve the agenda. The motion carried.

Treasurer’s Report: Deb Wiinamaki distributed copies of the report and reviewed it with committee members. Following the review, Sweda/Seidl to accept the report as presented. The motion carried.

Review and approve the 2009 health insurance contract and rates: Marie Koerner distributed a copy of the proposed rates for 2009, noting that employees will now be paying approximately 5% of the proposed premium as they only pay a set dollar amount and insurance premiums keep increasing. Following review, Zenner/Sweda to approve the rates as presented. The motion carried.

Review and approve the proposed 2009 finance Committee meeting schedule: Strama had included a copy of the proposed schedule along with the agendas for prior review. Seidl/Sweda to approve the 2009 Finance Committee meeting schedule as presented. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

November 14, 2008	184175-184265	\$230,691.70
November 21, 2008	184266-184401	\$270,655.61
December 01, 2008	184402-184496	\$231,577.05
December 05, 2008	184497-184575	\$64,810.25
December 12, 2008	184576-184865	\$276,439.64

Payroll submitted was:

November 26, 2008	85790	\$50.00	Vendor Check
November 26, 2008	59900-60113	\$201,698.83	Direct Deposit Stubs
December 11, 2008	85791-85794	\$2,499.00	Vendor Checks
December 11, 2008	Three Checks	\$53.37	Manual Checks
December 11, 2008	60114-60376	\$261,373.08	Direct Deposit Stubs

Sweda/Zenner to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Zenner to adjourn the meeting at 10:42 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

November 13, 2008
County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:00 a.m.

Members Present: Fred Parent, Joseph Sweda, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: All members present

Other Attendees: Bruce Daniels, Lester Lewis, Larry Brandl, Deb Wiinamaki and Bruce Strama, With Jacky Peterson arriving at 10:12 a.m.

Approve Minutes of the October 30, 2008 meeting: Beadles/Zenner to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Zenner/Seidl to approve the agenda. The motion carried.

Treasurer’s Report: Deb Wiinamaki distributed copies of the report and reviewed it with committee members. Following the review Zenner/Sweda to accept the report as presented. The motion carried.

Discuss and act on approval of gasoline credit card for Sheriff’s Department: Bruce Daniels stated that the credit card previously approved by the Law Enforcement Committee is used primarily for purchase of gas and oil for vehicles during transfer of prisoner operations. Use of the card eliminates the taxes charged if payment is by cash. Following discussion, Sweda/Zenner approved use of the credit card by the Sheriff’s Department. The motion carried.

Discuss and act on funding for purchase of scanning equipment for payroll and finance departments: Larry Brandl and Jacky Peterson addressed the Committee in relation to requirements for retention of documents and the storage space required to store the documents. The vault where the invoices, and payroll information is stored is full and should be reorganized. Part of the information stored does not need to be retained but is valuable information. Much of the information does have to be retained and with the purchase of scanning equipment the documents could be saved indefinitely without additional storage area. There was also discussion of licensing and programming expense along with compatibility with future servers in the IT Department. Following discussion it was thought in the best interest of the county to purchase the scanning equipment at this time for an estimated \$7,000.00. The funding would be handled using a general fund transfer to the payroll equipment outlay account. Beadles/Sweda motioned to transfer \$7,000.00 from the General Fund (101.00000.0000.2962) to the Payroll Accounting Equipment Outlay line (101.51590.0000.5813) for the purchase of scanning equipment. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

October 31, 2008	183746-183805	\$120,151.49
November 07, 2008	183806-183894	\$110,369.14
November 12, 2008	183895-184174	\$244,074.84

Payroll submitted was:

November 13, 2008	85786-85789	\$2,543.00	Vendor Checks
November 13, 2008	Nine Checks	\$122.07	Manual Checks
November 13, 2008	59685-59899	\$188,832.32	Direct Deposit Stubs

Sweda/Beadles to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Beadles to adjourn the meeting at 10:26 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

October 30, 2008
County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:00 a.m.

Members Present: Fred Parent, Joseph Sweda, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: All members present

Other Attendees: Jim Metz, Larry Brandl, Deb Wiinamaki and Bruce Strama

Approve Minutes of the October 16, 2008 meeting: Zenner/Beadles to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Sweda/Zenner to approve the agenda. The motion carried.

Treasurer’s Report: Deb Wiinamaki distributed copies of the report and reviewed it with committee members, noting lower interest rates on investments and stable sales tax revenues. Following the review Zenner/Beadles to accept the report as presented. The motion carried.

Review 2007 Taylor County Annual Financial Report: Larry Brandl distributed copies of the report and reviewed it with committee members. Brandl pointed out that there were a couple significant deficiencies noted in the report, one of which is due to having Schenk SC perform some of the county’s year-end closing entries. Brandl said this will not change as some of the closing procedures are very complex, so Schenk SC will continue to do those entries. The other significant deficiency was related to billing procedures at Human Services. Brandl stated that the deficiency is currently being addressed and he expects that deficiency to disappear. The report had a good rating according to Brandl.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

October 17, 2008	183470-183546	\$373,043.17
October 24, 2008	183547-183645	\$83,759.57
October 29, 2008	183646-183745	\$59,970.50

Payroll submitted was:

October 30, 2008	85785	\$50.00	Vendor Check
October 30, 2008	One Check	\$-234.61	Manual Check
October 30, 2008	59477-59684	\$200,446.58	Direct Deposit Stubs

Sweda/Zenner to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Beadles to adjourn the meeting at 10:42 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

October 16, 2008
County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:00 a.m.

Members Present: Fred Parent, Joseph Sweda, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: All members present

Other Attendees: Jim Metz, Lester Lewis, Larry Brandl, Marie Koerner, Bruce Daniels, Susan Hady, John Prentice, Jess Sackmann, and Bruce Strama

Approve Minutes of the September 30, 2008 meeting: Zenner/Sweda to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Beadles/Sweda to approve the agenda. The motion carried.

Discuss and act on proposal transfer for purchase of Sheriff Department Snowmobiles: Bruce Daniels was present as was Larry Brandl concerning the funding required for the purchase of snowmobiles for the Sheriff's Department. Daniels reported that the Quote for the purchase of two snowmobiles is \$10,800, of which \$9,180 will be reimbursed by the state over a five year period. It had been suggested at the previous Law Enforcement Committee meeting that the necessary funding be from the power line impact fees. Funding from that source would require approval of the Finance Committee, approval by the Department of Commerce and a two thirds approval of the county Board. Brandl stated that his suggestion would be to transfer the required amount from the General Fund to the Sheriff Administration budget #101.52110.0000.5352 (Snowmobile Operation/Lease act) for the purchase, and then reimburse the general fund upon receiving the state reimbursement. Following discussion, Beadles/Zenner to do a General Fund Transfer of \$10,800 to the Sheriff Administration Budget account #101.52110.0000.5352 as recommended by Brandl, with the General fund to be reimbursed over a five year period as reimbursement is received from the state. The motion carried.

Review and act on sealed bids received for the purchase of an additional county vehicle: Marie Koerner had received bids from local dealers and also had quotes of state bid amounts. She stated that the only vehicle on the state bid of interest was that of a Pontiac Vibe for \$16,151 plus \$408 for delivery. Koerner offered and was directed to open the bids and prepare them for review while the other items on the agenda were being discussed.

Review and act on extension of audit contract with Schenck SC: Strama had included a copy of the agreement along with the agendas for committee member review. Brandl distributed an annual cost and percentage comparison for members and reviewed the information with the Committee. He stated that the initial \$4,400 annual increase was in part due to the additional reporting required in the annual audit, and that the price for services received is fair. Following the review, Sweda/Seidl to approve the three year contract with Schenck SC for auditing services. The motion carried.

Discuss and act on a resolution approving the 2008 bridge aid expenses: A copy of the bridge aid resolution had been included with the agenda for committee member review. Jess Sackmann noted that if additional requests are made by the Town of Roosevelt, the resolution will need to be amended on the County Board Floor. Beadles/Zenner to approve submission of the bridge aid resolution to the full County Board. The motion carried.

Discuss and act on a resolution approving the 2009 Highway Department equipment schedule: Zenner/Sweda to approve the 2009 Highway Department equipment schedule as submitted for action by the full County Board.

Discuss and act on a resolution to approve the 2009 annual budget and to approve the tax levy to be apportioned to local districts: Following review of the resolution, of which a copy had been included with the agenda for review, Sweda/Zenner to approve of submission of the resolution as submitted to the full County Board. The motion carried.

Discuss and act on a resolution to establish certain accounts as non-lapsing for 2009: After review, Zenner/Seidl to approve submission of the resolution establishing certain accounts as non-lapsing for 2009 to the full County Board as it had been submitted. The motion carried.

Review and act on bids for additional county vehicle: Koerner reported that she had the bids ready for review. The local bids included for the 2009 4-Door Fleet Sedan were from M&H Chevrolet for a Chevrolet Malibu at \$21,400; from Mertens Chrysler Jeep Dodge for a Dodge Avenger at \$16,069; from Medford Motors for a Ford Fusion at \$16,455. In the Fleet Station Wagon local bids, Mertens Chrysler Jeep Dodge had submitted a bid for a Dodge Caliber at \$15,703; Medford Motors had submitted a bid for a Ford Escape at \$16,291. Following review, Sweda/Seidl motioned to accept the bid received from Mertens Chrysler Jeep Dodge for the purchase of the 2009 Dodge Caliber at \$15,703. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

September 26, 2008	182868-182924	\$248,437.32
October 03, 2008	182925-183083	\$122,286.18
October 07, 2008	183084	\$17,913.45
October 10, 2008	183085-183190	\$137,568.48
October 15, 2008	183191-183469	\$258,967.81

Payroll submitted was:

October 02, 2008	85779	\$38.11	Employee Check
October 02, 2008	85780-85783	\$2,487.50	Vendor Checks
October 02, 2008	One Check	\$-38.20	Manual Check
October 02, 2008	59040-59252	\$187,021.94	Direct Deposit Stubs
October 16, 2008	85784	\$50.00	Vendor Check
October 16, 2008	Eleven Checks	\$-178.63	Manual Checks
October 16, 2008	59253-59476	\$195,272.00	Direct Deposit Stubs

Sweda/Seidl to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Beadles to adjourn the meeting at 10:22 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

September 25, 2008
County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:00 a.m.

Members Present: Fred Parent, Joseph Sweda, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: All members present

Other Attendees: Lester Lewis and Bruce Strama

Approve Minutes of the September 11, 2008 meeting: Zenner/Beadles to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Sweda/Zenner to approve the agenda. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

September 12, 2008	182599-182677	\$179,488.15
September 19, 2008	182678-182752	\$284,782.41
September 24, 2008	182753-182867	\$132,806.79

Payroll submitted was:

September 18, 2008	85778	\$50.00	Vendor Check
September 18, 2008	Ten Checks	(-\$239.85)	Manual Checks
September 18, 2008	58810-59039	\$204,552.81	Direct Deposit Stubs

Just a note that Check #182677 was included in the approved September 12th Payment by Vendors checks, but was out of order, listed under highway checks on page 11 of that run.

Zenner/Sweda to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Beadles to adjourn the meeting at 10:08 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

September 11, 2008
County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:00 a.m.

Members Present: Fred Parent, Joseph Sweda, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: All members present

Other Attendees: Jim Metz, Deb Wiinamaki and Bruce Strama

Approve Minutes of the August 28, 2008 meeting: Beadles/Seidl to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Sweda/Zenner to approve the agenda. The motion carried.

Treasurer’s Report: Deb Wiinamaki distributed copies of the Report and reviewed it with committee members prior to a Sweda/Beadles motion and second to accept the report as presented. The motion carried.

Discuss and act on transfer of \$1,922.22 from the Contingency Fund to the Grants to Public Library Fund for payment of 2006 on-site circulation services: Strama reported that notice has been given by the T.B. Scott Free Library that their request for \$1,922.22 for 2006 on-site circulations has not been received. Strama informed members that the request had been overlooked and that the county is responsible for payment. Following a short discussion, Seidl/Zenner motioned to approve transfer of \$1,922.22 from the Contingency Fund (101.6990.0000.5391) to the Grants to Public Libraries Fund (101.56110.0000.5391) for payment of 2006 on-site circulation services. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

August 29, 2008	182194-182250	\$76,567.20
September 5, 2008	182251-182341	\$148,598.09
September 9, 2008	182342-182598	\$159,288.14

Payroll submitted was:

September 04, 2008	85774-85777	\$2,566.25	Vendor Checks
September 04, 2008	One Check	(-38.20)	Manual Check
September 04, 2008	58587-58809	\$189,289.85	Direct Deposit Stubs

Beadles/Zenner to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Beadles to adjourn the meeting at 10:25 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

August 28, 2008

County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:03 a.m.

Members Present: Fred Parent, Joseph Sweda, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: All members present

Other Attendees: Jim Metz, Deb Wiinamaki, Larry Brandl, Brad Ruesch, Bruce Strama and Mark Berglund (The Star News)

Approve Minutes of the July 31, 2008 meeting: Zenner/Seidl to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Beadles/Sweda to approve the agenda. The motion carried.

Treasurer's Report: Deb Wiinamaki distributed copies of the Report and reviewed it with committee members prior to a Beadles/Zenner motion and second to accept the report as presented. The motion carried.

Discuss and act on a resolution to authorize land purchase by the Forestry Department: Brad Ruesch was present to review the proposed land purchase with committee members. He stated that the Board of Commissioners of Public Lands has notified his office that the Board is interested in selling a 20.3 acre parcel located in the Town of Rib Lake. The property is in close proximity to the county forest though not adjacent. Ruesch stated that purchasing the parcel is the first phase in a land acquisition plan which if realized would connect the parcel discussed to the county forest. The issue of possible easements required due to the fact that the property is land locked was discussed. Ruesch noted that the purchase price for the property is \$25,000 and that there is in excess of \$300,000 in the Forestry Department Land Acquisition Account. Seidl/Zenner to approve the resolution authorizing the purchase of the 20.3 acre parcel from the Board of Commissioners of Public Lands for \$25,000 as discussed. The motion carried.

Discuss and act on consulting actuary fee of \$7,000 for GASB 45 actuarial valuation: Larry Brandl was present distributing copies of a proposal to perform an actuarial valuation. He explained that the new accounting governing standard with which the county must comply will require contracting with an actuary to perform the study. The actuary study will determine liability for post employment benefits, as the county allows employees to remain on the county insurance plan until they reach the age of 65. The firm with which the county would contract if approved is Milliman Company which is the actuary for a large number of Wisconsin municipalities according to Brandl. Brandl estimated that the studies will have to be performed every two or three years with the first year required being for 2008. Following further discussion, Zenner/Beadles to approve accepting the proposal from Milliman to perform and actuarial valuation at a cost of \$7,000. The motion carried.

Discuss and act on an ordinance amending Section 23.01(1)(a), Disposal of County Property, Taylor County Code: Strama distributed copies of the proposed ordinance change which has previously been approved by the Information Technology Committee. Following review Sweda/Seidl to approve the ordinance amending Section 23.01(1)(a), Disposal of County Property, Taylor County Code. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

August 01, 2008	181490-181531	\$52,881.45
August 08, 2008	181532-181632	\$285,516.34
August 13, 2008	181633-181885	\$174,129.36
August 15, 2008	181886-181994	\$5,801,701.88
August 22, 2008	181995-182064	\$401,359.04
August 27, 2008	182065-182193	\$196,902.44

Payroll submitted was:

August 07, 2008	85769-85772	\$2,533.75	Vendor Checks
August 07, 2008	58145-58359	\$190,592.63	Direct Deposit Stubs
August 21, 2008	85773	\$50.00	Vendor Check
August 21, 2008	Six Checks	(-\$186.43)	Manual Checks
August 21, 2008	58360-58586	\$199,507.80	Direct Deposit Stubs

Zenner/Sweda to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Zenner/Sweda to adjourn the meeting at 10:45 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

July 31, 2008

Third Floor Jury Room

Call Meeting To Order: Chairman Fred Parent at 10:01 a.m.

Members Present: Fred Parent, Joseph Sweda, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: All members present

Other Attendees: Jim Metz, Marie Koerner, Bruce Strama and Mark Berglund (The Star News)

Approve Minutes of the July 17, 2008 meeting: Zenner/Seidl to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Sweda/Seidl to approve the agenda. The motion carried.

Discuss advantages/disadvantages of purchasing vehicles to paying mileage rate to employees for use of personal vehicles: Marie Koerner distributed information related to the cost of operating the county van compared to the cost of paying the IRS mileage rate to employees for travel using their own vehicle. According to Koerner the revenue received in comparison to the expenses incurred for the county van showed a surplus of \$3,700.29 which is available for use in the purchase of an additional vehicle. Her information showed an additional \$8,236.62 expense to the county if the same miles were logged and paid to employees using the IRS rate. Strama also reported that approximately \$25,758.40 had been paid out in the first five months of 2008 to employees for the use of their own vehicles. He did report that it would probably not be possible to use a county vehicle for all work related activities especially at Human Services and the Health Department as those individuals may log miles daily and each would need their own county vehicle. Discussion ensued concerning what class of vehicles to be considered for purchase. Following discussion Seidl/Beadles to have Koerner publish a request for bids for both mid and compact passenger vehicles for general use by Taylor County. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

July 18, 2008	181267-181336	\$543,648.94
July 25, 2008	181337-181403	\$434,821.29
July 30, 2008	181404-181489	\$69,705.27

Payroll submitted was:

July 24, 2008	85767-85768	\$82.50	Vendor Checks
July 24, 2008	Eight Checks	\$70.04	Manual Checks
July 24, 2008	57907-58144	\$206,240.08	Direct Deposit Stubs

Sweda/Zenner to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Zenner to adjourn the meeting at 10:24 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

July 17, 2008
County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:00 a.m.
Members Present: Fred Parent, Joe Sweda, Jim Seidl, Allen Beadles and Chuck Zenner
Members Absent: All present
Other Attendees: Jim Metz, Deb Wiinamaki, Larry Brandl and Bruce Strama.

Approve Minutes of the June 12, 2008 meeting: Beadles/Sweda to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Seidl/Zenner to approve the agenda. The motion carried.

Treasurer’s Report: Deb Wiinamaki distributed copies of the report and reviewed it with committee members. She noted that two CDs have matured with the funds to be reinvested undoubtedly at a lower interest rate due to conditions. Following further discussion, Zenner/Sweda to accept the report as presented. The motion carried.

Discuss and act on rabid animal testing by Health Department. Seidl/Zenner to table the issue as health department staff was unable to attend due to scheduling conflict. The motion carried.

Discuss and act on 2009 Budget schedule and guidelines. Brandl and Strama distributed copies of budget related information including past statistics and the proposed budget hearing schedule. Discussion ensued concerning the maximum 2% levy cap along with projected insurance, energy and labor expense increases. Direction of the Committee was to request a 0% increase in operational budgets for 2009. Beadles/Zenner to approve the proposed 2009 schedule and guidelines as discussed. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

June 13, 2008	180459-180541	\$186,799.31
June 20, 2008	180542-180599	\$129,590.44
June 25, 2008	180600-180700	\$99,654.39
June 27, 2008	180701-180757	\$415,288.75
July 3, 2008	180758-180842	\$451,006.26
July 11, 2008	180843-180941	\$195,109.21
July 16, 2008	180942-181266	\$291,127.84

Payroll submitted was:

June 24, 2008	85761	\$38.46	Employee Check
June 24, 2008	85762	\$50.00	Vendor Check
June 24, 2008	Ten Checks	\$149.40	Manual Checks
June 24, 2008	57451-57688	200,978.45	Direct Deposit Stubs
July 10, 2008	85763-85766	\$2,501.25	Vendor Checks
July 10, 2008	57689-57906	\$199,068.43	Direct Deposit Stubs

Beadles/Zenner to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Zenner to adjourned the meeting at 10:40 a.m.

Bruce P. Strama

FINANCE COMMITTEE

June 12, 2008

County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:01 a.m.

Members Present: Fred Parent, Jim Seidl, Allen Beadles and Chuck Zenner

Members Absent: Joseph Sweda, excused

Other Attendees: Jim Metz, Lester Lewis, Larry Peterson, Patty Krug, Bruce Strama and Luke Klink (The Star News). Marie Koerner arrived at 10:04 a.m.

Approve Minutes of the May 29, 2008 meeting: Zenner/Beadles to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Seidl/Zenner to approve the agenda. The motion carried.

Discuss and act on funding of non-rep salary study: James Seidl reported that both the Personnel and Human Services Committees have approved the study. He stated that the wage pay structure for non - reps is not current and that when hiring for the last open position that there was only one applicant who is no longer employed, with the position again open. The advertizing expense for the same position last time was \$8,000.00. Marie Koerner informed the committee that the account appropriate for funding the study could provide \$1,500.00 but that \$10,500 of additional funding would be required. Chuck Zenner questioned whether the study was absolutely necessary due to the cost, or if there might be another alternative in evaluating the pay structure for the non-reps. Zenner had spoken with accountant Larry Brandl and reported that with the maximum 2% increase in the levy projected for 2009 that funding may be a problem. A similar study has not been done for 13 years according to Koerner and filling positions at the current rate of pay is an issue. Larry Peterson felt it appropriate at this time as did Lester Lewis due to the age of employees in non-rep group. Following further discussion Seidl/Beadles to approve the non-rep salary study and fund the study by transferring \$12,000 from the Contingency Fund #101.69990.0000.5391 to the Sundry Unclassified account #101.51990.0000.5391 for payment of the \$12,000.00 required to conduct the study of non rep salaries. A roll-call vote was taken, with Seidl, Beadles and Parent voting aye; Zenner voted no. The motion carried. Committee members felt that Koerner should not expend the \$1,500.00 and deplete that account as it may be required for other activities.

Patty Krug was present as requested by Strama to answer a couple of Health Department related questions. At the prior meeting committee members questioned whether the fees charged restaurants for inspections by the Health Department covered the cost of the inspections as specified when the action was approved by the County Board. Krug assured committee members that the charges to the restaurants covered the expense including mileage. Al Beadles also noted that since the Health Department discontinued the Home Care program that service in the Northwestern part of the county is poor. Krug stated that ASPIRUS is responsible for that service and that the residents of that area should contact ASPIRUS if they are not satisfied. Krug departed following the discussion.

Discuss and act on a resolution authorizing funding for a countywide rural signing project: Strama had distributed copies of the proposed resolution which were reviewed at this time. James Seidl Reported that only one bid has been received and that the deadline for bids is at 4:30 p.m. on June 12, 2008 or today. The bid received is for \$205,738.50, but no bids will be approved until June 13th. The only company that showed interest in both delivery and placement of the signs is the company that the bid was received from according to Seidl, so other bids are not expected. Zenner asked who will be responsible for replacement of signs that are damaged or removed with Seidl referring to the ordinance stating that it will be the landowner's responsibility. Following further discussion

Seidl/Beadles to approve the resolution and submit to the full County Board. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

May 30, 2008	179992-180061	\$117,011.17
June 06, 2008	180062-180172	\$359,765.63
June 11, 2008	180173-180458	\$218,212.94

Payroll submitted was:

June 12, 2008	85757-85760	\$2,479.00	Vendor Checks
June 12, 2008	57240-57450	\$191,839.65	Direct Deposit Stubs

Beadles/Zenner to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Beadles/Seidl to adjourn the meeting at 10:34 a.m.

Bruce P. Strama

FINANCE COMMITTEE

May 29, 2008
County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:02 a.m.

Members Present: Fred Parent, Joseph Sweda, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: All members present

Other Attendees: Jim Metz and Bruce Strama

Approve Minutes of the April 24, 2008 meeting: Zenner/Sweda to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Sweda/Beadles to approve the agenda. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

April 25, 2008	179254-179300	\$25,930.01
May 02, 2008	179301-179374	\$192,615.91
May 09, 2008	179375-179459	\$155,152.14
May 14, 2008	179460-179749	\$249,002.51
May 16, 2008	179750-179828	\$275,427.15
May 16, 2008	179829-179830	\$310.95
May 23, 2008	179831-179897	\$470,692.21
May 28, 2008	179898-179991	\$138,033.43

Payroll submitted was:

May 01, 2008	85750-85754	\$2,530.25	Vendor Checks
May 01, 2008	56595-56807	\$185,978.81	Direct Deposit Stubs
May 15, 2008	85755	\$50.00	Vendor Check
May 15, 2008	Nine Checks	\$161.10	Manual Checks
May 25, 2008	56808-57018	\$193,374.21	Direct Deposit Stubs
May 29, 2008	85756	\$50.00	Vendor Check
May 29, 2008	57019-57239	\$199,572.66	Direct Deposit Stubs

Sweda/Zenner to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Beadles to adjourn the meeting at 10:26 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

April 24, 2008
County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:00 a.m.

Members Present: Fred Parent, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: Joseph Sweda had an excused absence.

Other Attendees: Jim Metz and Bruce Strama

Approve Minutes of the March 27, 2008 meeting: Zenner/Beadles to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Beadles/Seidl to approve the agenda. The motion carried.

Treasurer’s Report: Strama distributed copies of the report he had received from Roxann Kahan. The report was reviewed by the Committee prior to a Zenner/Beadles motion to accept the Report as presented. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

March 28, 2008	178536-178616	\$106,985.20
April 04, 2008	178617-178697	\$190,244.13
April 09, 2008	178698-178992	\$247,942.34
April 11, 2008	178993-179071	\$172,872.21
April 18, 2008	179072-179151	\$282,669.63
April 22, 2008	179152-179253	\$101,337.91

Payroll submitted was:

April 03, 2008	85742	\$37.95	Employee Check
April 03, 2008	85743-85747	\$2,651.00	Vendor Checks
April 03, 2008	One Check	\$105.33-	Manual Check
April 03, 2008	56126-56363	\$193,853.33	Direct Deposit Stubs
April 17, 2008	85748-85749	\$222.00	Vendor Checks
April 17, 2008	Eight Checks	\$174.96	Manual Checks
April 17, 2008	56364-56594	\$198,146.15	Direct Deposit Stubs

Beadles/Seidl to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Zenner/Beadles to adjourn the meeting at 10:41 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

March 27, 2008

Third Floor County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:00 a.m.

Members Present: Fred Parent, Joseph Sweda, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: All members present

Other Attendees: Jim Metz, Larry Brandl, Marie Koerner, Linda Daniels, Steve Anderson, Bruce Strama and Luke Klink (The Star News)

Approve Minutes of the February 28, 2008 meeting: Zenner/Sweda to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Sweda/Seidl to approve the agenda. The motion carried.

Treasurer's Report: Strama distributed copies of the Report which he had received from Roxy Kahan. Kahan was unable to attend. Following review, Beadles/Zenner to accept the Report as submitted. The motion carried.

Discuss and act on required payment due for professional testimony: Corporation Counsel Steven Anderson was present and stated that a doctor's testimony was required in a certain injury case and that the charges for his testimony need to be addressed, as witness fees were not included in the Corporation Counsel budget. The witness fees totaled \$928.00. Accountant Larry Brandl was present and recommended creating a line item in the Corporation Counsel budget from which this and future witness fees could be paid. Brandl stated that if sufficient funding is not available within the Corporation Counsel budget there can be either a contingency fund or general fund transfer later in 2008. Following discussion, Sweda/Beadles to pay the \$928.00 witness fee charged for testimony from a line item created by Brandl in the Corporation Counsel budget and make either a contingency fund or general fund transfer later in 2008 if necessary. The motion carried.

Discuss and act on per diem related issues with Corporation Counsel: As Steven Anderson was able to be present, advantage was taken of the opportunity to discuss questions related to per diems paid to county board members. The issues discussed included payment of per diem for local out of the ordinary non-board and committee meetings attended by county board members and mileage allowances in excess of the mileage rate approved for county employees. It was stated that in certain instances per diem payments have paid for out of the ordinary local meetings, interviews etc. Anderson reviewed portions of the Taylor County Code and felt that no payments could be made to county board members except those listed in the County Code which only include County Board and County Board Committee meetings when the meeting or activity is attended locally. He also during ensuing discussion noted that the any increase in per diems paid to county board members must be acted on at an annual meeting and would take effect for the next county board elected. Anderson recommended that from this point and time that only in those cases listed in the County Code should per diem payment be made. Anderson will investigate the mileage issue and report at a future date. Sweda/Zenner motioned to only pay per diems in accordance with those instances listed in the County Code. The motion carried.

Discuss and act on line item adjustments for IT Department: Larry Brandl was present and reviewed the line item adjustments listed on the Journal of Budget Entry Transactions distributed by Strama. The adjustments had previously approved by the IT Committee for the department. He stated that the carryovers help defray the impact of large purchases such as the AS400 which is generally replaced every five years or so.

Following the review, Seidl/Zenner to approve the adjustments as listed. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

February 29, 2008	177808-177924	\$97,457.62
March 07, 2008	177925-177995	\$149,962.32
March 12, 2008	177996-178294	\$228,032.39
March 14, 2008	178295-178393	\$175,669.67
March 21, 2008	178394-178446	\$258,359.98
March 26, 2008	178447-178535	\$78,134.66

Payroll submitted was:

March 06, 2008	85731	\$107.13	Employee Check
March 06, 2008	85732-85736	\$2,685.75	Vendor Checks
March 06, 2008	Two Checks	\$95.05-	Manual Checks
March 06, 2008	55625-55868	\$200,210.67	Direct Deposit Stubs
March 20, 2008	85737-85739	\$190.50	Employee Checks
March 20, 2008	85740-85741	\$284.34	Vendor Checks
March 20, 2008	Nine Checks	\$88.18	Manual Checks
March 20, 2008	55869-56125	\$203,550.76	Direct Deposit Stubs

Beadles/Seidl to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Beadles to adjourn the meeting at 10:49 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

February 28, 2008

Third Floor County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:00 a.m.

Members Present: Fred Parent, Joseph Seda, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: All members present

Other Attendees: Jim Metz, Larry Brandl, and Bruce Strama

Approve Minutes of the February 14, 2008 meeting: Seidl/Beadles to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Sweda/Zenner to approve the agenda. The motion carried.

Approve funding request required to balance out 2007 Dog License Trust Fund: Strama distributed copies of the funding request prepared by Larry Brandl. The request would amend the 2007 annual budget and transfer \$514.00 from the Contingency Fund account to the Dog License Trust Fund account for the purpose of balancing out the Dog License Trust Fund for 2007. Sweda/Beadles to approve transfer of \$514.00 from the Contingency Fund account #101;69990.0000.5391 to the Dog License Trust Fund account #801.49000.0000.4921 as recommended by Brandl. The motion carried.

Amend payment structure of contribution to employee, John Hein’s retirement plan as approved at the February 14, 2008 meeting: Strama distributed copies of the February 14, 2008 meeting minutes, noting the last sentence in the approval to make the required contribution to Hein’s retirement plan. That sentence stated that the payment is to be transferred from the General Fund to the Highway Department budget for payment. Following review of how this form of payment would adversely affect the highway department budget it was recommended by Brandl that the payment be made from the Sundry Unclassified account instead. If it were paid as directed at the previous meeting it would require change to the highway department’s incidental labor rate. Following the discussion, Beadles/Zenner to amend the payment structure to direct that the payment to John Hein’s retirement account be made from the Sundry Unclassified account along with the necessary transfer from the General Fund to cover the expenditure. The motion carried.

Discuss and act on per diems for County Board members: There was a short discussion concerning per diems paid to county board members prior to a Sweda/Zenner motion to table the issue. The motion carried.

Report of 2007 contingency and general fund transfers: Brandl had prepared a report of contingency and general fund transfers required to close out those accounts for 2007. Following review, Seidl/Beadles to approve the 2007 contingency and general fund transfers as listed by Brandl. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

February 15, 2008	177585-177684	\$386,967.60
February 22, 2008	177685-177734	\$312,602.31
February 27, 2008	177735-177807	\$96,421.09

Payroll submitted was:

February 21, 2008	85728	\$48.86	Employee Check
February 21, 2008	85729-85730	\$222.00	Vendor Checks

February 21, 2008	Eight Checks	\$148.45-	Manual Checks
February 21, 2008	55367-55624	\$205,972.96	Direct Deposit Stubs

Beadles/Sweda to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Beadles to adjourn the meeting at 10:25 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

February 14, 2008

Third Floor County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:00 a.m.

Members Present: Fred Parent, James Seidl, Allen Beadles and Chuck Zenner

Members Absent: Joseph Sweda had an excused absence.

Other Attendees: Jim Metz, Larry Brandl, Jim Wood and Bruce Strama, with Marie Koerner and Marvel Lemke in attendance for a portion of the meeting.

Approve Minutes of the January 17, 2008 meeting: Zenner/Beadles to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Seidl/Zenner to approve the agenda. The motion carried.

Discuss and act on temporary funding for the Airport Project: Strama had delivered copies of correspondence with Airport Development Engineer Eric Johnson explaining the need for a letter to be drafted guaranteeing payment for an estimated design engineering fee of \$63,400.00 which would allow engineering to begin prior to Taylor County receiving the 2008 federal funding for the project. Strama also distributed copies of a letter drafted by Accountant Larry Brandl fulfilling the request of Johnson. Brandl and Wood explained that with approval and return of the drafted letter the project could proceed with less lag time. Following further discussion Beadles/Seidl to approve remittance of the letter drafted by Brandl guaranteeing the estimated design engineering fee of \$63,400.00. The motion carried.

Discuss and act on a resolution setting Elected Officials salaries for 2009-2012: Strama distributed copies of the resolution setting salaries for the Treasurer, Register of Deeds and the County Clerk for the 2009-2012 term of office. He noted that the Personnel Committee had reviewed and approved the resolution. Seidl/Zenner to approve the resolution setting salaries for the Elected Officials. The motion carried.

Discuss and act on transfer of funds from the Contingency Fund to Register in Probate account for position reclassification: Larry Brandl noted that the reclassification in the Register of Probate took place late in 2007 and necessary funding for the reclassification had not been budgeted for 2008. He stated that \$5,250.00 needs to be transferred from the Contingency Fund to the Register in Probate salary account to cover the increase in wages. Seidl/Zenner to transfer \$5,250.00 from the Contingency Fund #101.69990.0000.5391 to the Register in Probate salary account #101.51210.0000.5118. The motion carried.

Review transfer of funds as approved at the January 17, 2008 Finance Committee meeting related to the Town of Westboro payment request: Accountant Brandl had discussed funding for payment of \$100 per month for use of the VFW building as a meal site in the Town of Westboro. He stated that there was adequate funding available within the Commission on Aging budget for the payments. At the January 17th meeting the Finance Committee had directed transfer of funds to cover the payment. Following the discussion Seidl/Zenner to rescind the action related to transfer of funds from the Contingency Fund to cover the rental fee for the meal site in the Town of Westboro. The motion carried.

Approve contribution to employee, John Hein's retirement plan: Marie Koerner informed committee members that due to errant non-payment to John Hein's retirement plan while he was in the military, the county was liable for a \$28,385.00 payment to his retirement plan on 12/31/07. Taylor County is also for January of 2008. The exact amount of total payment is not known at this time but it will be approximately \$29,000.00. Koerner

has spoken with Attorney John Prentice and he informed her that Taylor County is liable for the payment. Following the discussion, Beadles/Zenner to approve payment in the amount required, approximately \$29,000.00, to John Hein's retirement plan when that amount is calculated and requested. The motion carried. The payment is to be transferred from the General Fund to the Highway Department budget for payment.

Discuss and act on per diems for County Board members: There has been some misunderstanding when per diems are requested for activities other than either committee or county board meetings. The Taylor County Code only acknowledges payment for county board and committee meetings not for other activities attended by members. Members agreed that there are situations that occur when county board members should be paid per diem other than committee or county board meetings, and that the Taylor County Code should allow for those payments. It was the consensus of the committee members that approval of the County Board Chair for payment of per diems other than committee or county board meetings may be appropriate. Marie Koerner will contact Corporation Counsel Anderson in relation to proper action and include the item on the next Finance Committee Agenda.

Discuss and act on telephone Service: Marie Koerner informed committee members that following the study by the Wagner Group on the cost of telephone service, her recommendation is to continue with service as at present. She stated that there were several areas where minimal cost savings are available but those changes would adversely affect other areas of the service. She also stated that one of the areas would require changing the county's long distance carriers to AT&T requiring separate billing and more employee time. She was happy with the service as delivered by TDS. Seidl/Zenner to continue with the telephone service with TDS as at present following that recommendation by Koerner. The motion carried.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

January 18, 2008	176891-176996	\$324,852.70
January 25, 2008	176997-177088	\$313,860.98
January 31, 2008	177089-177180	\$83,215.03
February 01, 2008	177181-177242	\$104,906.46
February 08, 2008	177243-177337	\$278,922.14
February 13, 2008	177338-177584	\$405,714.77

Payroll submitted was:

January 19, 2008	Six Checks	\$60.15	Manual Check
January 19, 2008	85717-85718	\$69.86	Employee Check
January 19, 2008	85719-85721	\$489.61	Vendor Checks
January 19, 2008	54870-55128	\$204,522.95	Direct Deposit Stubs
February 07, 2008	85722	\$127.79	Employee Check
February 07, 2008	85723-85727	\$2,625.50	Vendor Checks
February 07, 2008	55129-55366	\$196,197.40	Direct Deposit Stubs

Zenner/Beadles to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Zenner/Seidl to adjourn the meeting at 10:56 a.m. The motion carried.

Bruce P. Strama

FINANCE COMMITTEE

January 17, 2008

Third Floor County Board Room

Call Meeting To Order: Chairman Fred Parent at 10:00 a.m.

Members Present: Fred Parent, James Seidl, Joseph Sweda, and Chuck Zenner

Members Absent: Allen Beadles had an excused absence.

Other Attendees: Jim Metz, Diane Niggeman, Bruce Strama and Luke Klink (The Star News)

Approve Minutes of the December 13, 2007 meeting: Zenner/Seidl to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Sweda/Zenner to approve the agenda. The motion carried.

Discuss and act on a fee request by the Town of Westboro for the use of a town building for Commission on Aging Meal Site: Diane Niggeman stated that Town of Westboro Chairman Ed Schlosser had requested \$100 per month for use of the building actually owned by the VFW with the Town of Westboro responsible for building upkeep and maintenance. Niggeman stated that the COA Committee has approved the request but that the commission had not budgeted for the expense. She also reported that the other COA meal sites are funded with county dollars and not grant money. The meal site is used three days per week, the same as the comparable meal site in the Village of Lublin. Committee members felt that if other meal sites are receiving funding that Westboro should be treated equally. There was some question of whether the Town of Westboro or the VFW should receive the rent payment. Following further discussion, Sweda/Seidl approve a monthly payment of \$100 to the Town of Westboro for use of the VFW as a meal site by the Commission on Aging with the necessary funding to be transferred from the Contingency Fund #101.69990.0000.5391 to the appropriate account from which payment is to be made to the Town of Westboro. Niggeman was also directed to report on VFW/Town of Westboro as appropriate payee.

Review and act on warrants and payroll as submitted:

Warrants submitted were:

December 14, 2007	176003-176118	\$267,774.47
December 21, 2007	176119-176238	\$133,605.81
December 26, 2007	176239-176297	\$26,555.09
December 28, 2007	176298-176369	\$334,290.76
January 04, 2008	176370-176429	\$232,482.97
January 11, 2008	176430-176531	\$196,056.42
January 16, 2008	176532-176890	\$299,806.69

Payroll submitted was:

December 27, 2007	One Check	\$0.00	Manual Check
December 27, 2007	85708	\$69.26	Employee Check
December 27, 2007	85709-85710	\$793.33	Vendor Checks
December 27, 2007	54371-54627	\$196,106.08	Direct Deposit Stubs
January 10, 2008	85711	\$82.69	Employee Check
January 10, 2008	85712-85716	\$3,321.97	Vendor Checks
January 10, 2008	54628-54869	\$225,481.31	Direct Deposit Stubs

Sweda/Seidl to approve payment of warrants and payroll as submitted. The motion carried.

Adjournment: With no further business, Sweda/Zenner to adjourn the meeting at 10:26 a.m. The motion carried.

Bruce P. Strama