

FINANCE & INSURANCE COMMITTEE MEETING
Monday February 25, 2008

Members Present:

Acting Chairman Franklin Greb, Supervisors John R. Young, John Hoffman and Ted Cushing and Chairman, Andrew Smith - arrived 9:04 am

Others Present:

Robert Bruso, County Clerk

Lynn Grube, ITS Director

John Bilogan, Forestry Director

Jennie Huber, Treasurer

John Potters, County Coordinator

Melodie Gauthier, Committee Secretary

Margie Sorenson, Finance

Peter Wolk, County Board Supervisor

Ann Cleereman, Human Service

Nancy Hollands, County Conservationist

Tom Rudolph, County Board Supervisor

1. Call to Order

Acting Chairman Greb called the meeting to order at 9:00 a.m. in Committee Room #2 of the Oneida County Courthouse. He noted that the meeting notice had been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

2. Approve Agenda

MOTION: (Ted Cushing/John Hoffman) to approve the February 25, 2008 agenda. All "aye" on voice vote. Motion carries.

3. Approve Minutes of the Previous Meeting (s)

MOTION: (John Young/John Hoffman) to approve the minutes of the February 11, 2008 and February 19, 2008 Finance & Insurance Committee Meeting (s). All "aye" on voice vote. Motion carries.

4. M & I Trust Year End Report

David Ness and Kelly Gostisha from M & I Trust updated the Committee on the Oneida County Investment portfolio. (See portfolio for details in County Clerk's office – Finance & Insurance Committee minutes book)

5. Request to Carryover AIS Funds From 2007 to 2008.

Nancy Hollands, Land Conversation and Tom Rudolph, County Board Supervisor requested that the Committee approve \$15,000.00 be carried over from 2007's balance of \$27,527.00 to proceed in hiring two AIS L.T.E Water Craft Inspectors at \$12.00 an hour plus fringes for one year.

Ms Hollands explained that they have applied for a DNR Grant for the two L.T.E. AIS water craft inspectors and the grant if approved will pay for 75% of the cost.

MOTION: (Ted Cushing/ John Hoffman) to authorize the carryover of \$15,000.00 from the 2007 budget for two L.T.E Water Craft Inspectors for a time period of one year pending DNR grant approval. 4 "aye" on voice vote. 1-"opposed" – Frank Greb

Committee agreed to take #7 – Forestry – Survey Contract/ Insurance, out of order.

6. Vouchers, Reports and Purchase Orders

County Clerk

Mr. Bruso presented bills to the Committee for approval.

MOTION: (John Hoffman/Ted Cushing) to approve the County Clerk's bills. All "aye" on voice vote. Motion carries.

Mr. Bruso presented expense vouchers to the Committee for approval.

MOTION: (Frank Greb/Ted Cushing) to approve the County Clerk's expense vouchers All "aye" on voice vote. Motion carries.

Treasurer

a) Treasurer's Monthly Reports for November, December 2007 & January 2008

Jennie Huber presented November, December 2007 and January 2008 Monthly Reports to the Committee for approval.

MOTION: (John Young/Ted Cushing) to approve the Treasurer's Monthly Reports for November, December 2007 and January 2008. All "aye" on voice vote. Motion carries.

b) Approve the County Clerk Advertising for Environmental Screening of Lands Subject to Tax Foreclosure.

Jennie Huber is requesting the Committee approve the County Clerk to advertise for bids for the Environmental Screening of lands subject to tax foreclosure.

MOTION: (Ted Cushing/Frank Greb) to approve the County Clerk to advertise for bids for the Environmental Screening of Lands Subject to Tax Foreclosure. All "aye" on voice vote. Motion carries.

Information Technology Services

Ms Grube presented bills and vouchers to the Committee for approval.

MOTION: (Ted Cushing/ Frank Greb) to approve ITS bills and vouchers as presented. All "aye" on voice vote. Motion carries.

Ms Grube presented December 2007 and January 2008 Balance Reports to the Committee for approval.

MOTION: (Frank Greb/ Ted Cushing) to approve the December 2007 and January 2008 Balance Reports as presented. All "aye" on voice vote. Motion carries.

Finance

Ms Sorenson presented bills and vouchers to the Committee for approval.

MOTION: (Ted Cushing/John Hoffman) to approve the bills and vouchers as presented. All "aye" on voice vote. Motion carries.

Proposals for Human Service Center Study

Ms. Sorenson and the Committee reviewed the proposals for the Human Service Center and found the Management Group (TMG) far exceeded the other companies in their performance, and experience. Mr. Potters completed the reference check on the companies and felt that (TMG) has the experience that is needed for the Human Service Study.

Ms. Sorenson will contact the Management Group (TMG) for an interview in March.

MOTION: (Ted Cushing/ Frank Greb) to invite The Management Group (TMG) to come in for an interview on March 10, 2008 and be prepared to award the contract to the Management Group (TMG). Also to address whether the three county system is viable. All "aye" on voice vote. Motion carries.

7. Forestry – Survey Contract – Insurance

John Bilogan, Forestry Director and Tom Rudolph, Forestry Committee Chairman, are requesting the Committee waive the 1 million dollar professional liability insurance on a Survey Contract as they did last April 2007 when the Committee made the decision to lower the amount of insurance on a case by case basis. Mr. Bilogan explained that Corporation Counsel stated that \$100,000.00 was reasonable for the Survey Contract.

MOTION: (Ted Cushing/Andy Smith) to waive the existing liability insurance limit of 1 million dollars and approve a \$100,000.00 liability limit for this survey contract. All "aye" on voice vote. Motion carries.

8. Line Item Transfers

MOTION: (John Young/ Ted Cushing) to approve the Line Item Transfers for Department on Aging, Land & Water Conservation, Probate, Emergency Management, Library, Health, Register of Deeds and Veterans Service as presented. All "aye" on voice vote. Motion carries.

9. ITS – Technology Plan - None

10. Strategic Planning Status Report- None

11. Public Comment- None

12. Items for Future Agendas

March 10, 2008 Interview / discussion on the Management Group (TMG) / Human Service Center Study

13. Adjournment

MOTION: (Ted Cushing/John Hoffman) to adjourn the meeting at 10:20 a.m. All "aye" on voice vote. Motion carries.

Andrew Smith, Chairman

Melodie Gauthier, Committee Secretary