

FINANCE & INSURANCE COMMITTEE MEETING
Monday, January 12, 2009

MEMBERS PRESENT: Chairman Ted Cushing, Supervisors, John R Young, John Hoffman, and Franklin Greb. Andy Smith excused.

OTHERS PRESENT:

Bob Brusco, County Clerk	Nancy Hollands, Land,Water,Conservation
Peter Wolk, County Board Supervisor	Kris Ostermann, Treasurer
Marge Sorenson, Finance Director	John Potters, County Coordinator
Nick Scholtes – Highway Department	Lynn Grube, ITS Director
Lisa Charbaneau, LRES Department	Ruth Sproul, News of the North
Ann Cleereman, Human Service Center	Heather Schaefer, Rhinelander Daily News
Melodie Gauthier, Committee Secretary	Richard Moore, Lakeland Times

1. CALL TO ORDER

Chairman Cushing 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: (Frank Greb/John Hoffman) to approve the January 12, 2009 agenda. All “aye” on voice vote, motion carries.

3. APPROVE MINUTES OF PREVIOUS MEETING (S)

MOTION: (John Hoffman/Frank Greb) to Accept Minutes of December 8, 2008 Finance & Insurance Committee Meeting and the October 6, 7 & 9th of the Finance and Insurance Committee Budget Meetings. All “aye” on voice vote, motion carries.

4. OUT-OF-STATE TRAVEL REQUEST – JENNIFER HOLMAN

Nancy Hollands is requesting approval of out-of-state travel for Jennifer Holman with no cost to the County. Jennifer will be giving a presentation on the Dry Hydrants/ Tanker Truck Ordinance to the Mississippi River Basin Panel February 18-19, 2009 in San Antonio, TX.

MOTION :(John Hoffman/Ted Cushing) to approve the Out-of-State Travel for Jennifer Holman on February, 18-19, 2009 to San Antonio, TX. All “aye” on voice vote, motion carries.

5. SUPERIOR STATE ADMINISTRATOR, INC. SERVICE AGREEMENT

Lisa Charbarneau explained Superior State Administrators are the County's Administrators for both the flexible spending plan and the HRA. The contract was reviewed by Corporation Counsel and sent to Wiese Risk Management in regards to the bond limit in the contract. Wiese Risk Management stated the \$15,000 bond limit was appropriate.

Ms. Charbarneau is requesting the Committee approve this service agreement for 2009.

MOTION: (John Young/John Hoffman) to approve the \$15,000 bond limit and the Superior State Administrator, Inc. Service Agreement. All "Aye" on voice vote, motion carries.

6. HEALTH AND WELFARE TRUST ACCOUNT

John Potters explained the County has a health and welfare trust account from 1983 with approximately \$643,000 in this account. The Associated Bank would like this trust account moved or put into a new account due to the fact neither Associated Bank nor Oneida County has the original contract or trust agreement.

Marge Sorenson explained the account is a 501-3C IRS restricted status trust account that can only be used for health insurance purposes.

Discussion took place and the Committee decided to request a representative from Associated Bank be present at the next meeting (1-26-2009) to discuss options.

MOTION: (Frank Greb/Jack Young) to have an Associated Bank Representative present at the next Finance and Insurance meeting and discuss the Health and Welfare Trust Account. All "aye" on voice vote, motion carries.

7. NOVEMBER 2008 HIGHWAY FUND BALANCES

Nick Scholtes presented the November 2008 Highway funds for approval.

Motion: (John Hoffman/Frank Greb) to accept the November 2008 Highway Fund Balances. All "aye" on voice vote, motion carries.

8. WAIVER OF INSURANCE REQUIREMENT FOR WISDOT- RMA (ROUTINE MAINTENANCE AGREEMENT)

Nick Scholtes is requesting approval for a waiver of insurance requirement for WisDot RMA. Mr Scholtes states this was forwarded to Corporation Counsel and Wiese Risk Management and both recommended waiving the insurance requirements.

MOTION: (John Young/John Hoffman) to waive the insurance requirements for WisDot RMA. All "aye" on voice vote, motion carries.

9. DISCUSS CURRENT ECONOMIC CONDITIONS AND POSSIBLE IMPACT ON ONEIDA COUNTY.

Ted Cushing stated the State will possibility be cutting grants, programs and reducing state aids. This will have an effect on some employment positions in Oneida County. Mr. Cushing would like a joint meeting between Finance & Insurance and LRES Committees to discuss this impact on the county. The meeting will be held February 3, 2009 at 9:00 a.m.

Marge Sorenson handed out articles on the state deficit and the financial condition of the state. She explained that the resolutions state that if the funds were cut, the position would be cut and discussed some of the grants and state aids and their effects on the county departments.

MOTION: (Ted Cushing/ Frank Greb) to direct Ms Sorenson to send out a letter to the Departmental Heads and Committee Chairman that are directly involved with potential cuts in funding from the state. The departments will get back to the committee with their plan of action. All “aye” on voice vote, motion carries.

MOTION: (Ted Cushing/John Hoffman) to schedule a joint meeting (February 3, 2009 at 9:00 am) with LRES to discuss possible economic conditions and possible impact on Oneida County. All “aye” on voice vote, motion carries.

10. OVERVIEW OF GENERAL FUND, SALES TAX AND INTEREST EARNINGS

Marge Sorenson explained the county sales tax, general interest earnings and updated the committee on proposed uses of the general fund.

The Committee accepted the report and update and took no further action.

11. WORK GROUP STATUS – HUMAN SERVICE

John Potters updated the committee on the progress of the work group status. He stated a decision will need to be made by April 2009 if Oneida County will pull out of the Tri-county Human Service Agreement.

Ted Cushing states the Human Service Work Group meetings are informative and constructive and feel they are moving in the direction that the Human Service Center needs to move. He states that there is a schedule to implement the recommendations by the TMG study for the Human Service Center and based on the work plan they are scheduled to wrap this all up some time in September 2009.

Ann Cleerman stated Vilas and Forest County would like Oneida County to stay a part of the Tri- County Human Service. Ms Cleeremann also talked about Family Care and stated that the State may push back the implement of this program approximately 4 years.

Further discussion took place on the work group status and the Committee took no further action.

12. VOUCHERS, REPORTS AND PURCHASE ORDERS

County Clerk

Bob Brusio presented bills and vouchers to the Committee for approval.

MOTION: (Ted Cushing/John Hoffman) to Accept the County Clerk’s bills and vouchers as presented. All “aye” on voice vote, motion carries.

a). Endorse Blanket Purchase Order

Mr. Brusio presented blanket purchase orders for approval.

MOTION: (John Hoffman/Ted Cushing) to Accept the County Clerk’s blanket purchase orders. All “aye” on voice vote, motion carries.

b). Review and Endorse Ordinance Amendment

Mr. Bruso presented the Ordinance Amendment regarding the investment of funds for the committee to endorse. This Ordinance will add additional amendments to the code that are necessary to complete this transfer of authority from the Treasurer to the Auditor/Finance Director.

MOTION: (Frank Greb/John Hoffman) to accept the Ordinance Amendment and forward to the County Board. All “aye on voice vote, motion carries.

- c). Review Limits of Insurance for Contractors/Vendors and Establish Limits for 2009
- d). Establish Insurance Minimum for 2009 [county code 2.36(5)].

Mr. Bruso explained the insurance for contractors and vendors and feels the 2008 requirement letter limits are satisfactory for 2009.

Mr. Cushing stated that each limit of insurance for contractors/vendors will be handled on an individual bases and that he would like Mr. Bruso to forward the letter to Corporation Counsel and All Department Heads.

MOTION: (Ted Cushing/ John Hoffman) to accept the Limits of Insurance for Contractors/Vendors and Establish Limits for 2009 and ask Mr. Bruso to forward the letter to Corporation Counsel and All Department Heads. All “aye” on voice vote, motion carries.

Treasurer

Kris Ostermann presented bills and vouchers for approval.

MOTION: (Ted Cushing/John Young) to approve the Treasurer’s bills and vouchers as presented. All “aye” on voice vote, motion carries.

October & November 2008 Monthly Treasurer’s Report

Ms Ostermann presented October and November 2008 Monthly Reports.

MOTION: (Jack Young/Ted Cushing) to approve the Treasurer’s October and November 2008 Monthly Report. All “aye” on voice vote, motion carries.

Information Technology Services

Ms Grube presented bills and vouchers to the committee for approval

MOTION: (Frank Greb/John Hoffman) to approve ITS bills and vouchers. All “aye” on voice vote, motion carries.

Ms Grube presented Line Item Transfers.

MOTION: (John Hoffman/Frank Greb) to approve Line Item Transfers. All “aye” on voice vote, motion carries.

Finance

Ms. Sorenson presented bills and vouchers to the committee for approval. All "aye" on voice vote, motion carries.

MOTION: (Ted Cushing/Frank Greb) to Accept Finance's bills and vouchers as presented. All "aye" on voice vote, motion carries.

General investment summary

Ms Sorenson presented the General Investment Summary for approval.

MOTION: (Ted Cushing/ Frank Greb) to accept the General Investment Summary as presented. All "aye" on voice vote, motion carries.

13. LINE ITEM TRANSFERS

MOTION: (John Hoffman/ Frank Greb) to approve Line Item Transfers for the Sheriff's Department, Land and Water Conservation, Veterans Office, Emergency Management, Solid Waste, Forestry, Social Services and Health. All "aye" on voice vote, motion carries.

14. RESOLUTION FOR LINE ITEM TRANSFERS

MOTION: (John Hoffman/ Frank Greb) to accept the Resolution for Line Item Transfers and forward to the County Board. All "aye" on voice vote, motion carries.

15. ITS – TECHNOLOGY PLAN -none

16. STRATEGIC PLANNING STATUS REPORT - none

17. PUBLIC COMMENT - none

18. ITEMS FOR FUTURE AGENDAS

Monthly Income & Revenue Statement
Associated Bank Trust Account
Joint Meeting with LRES

19. ADJOURNMENT

MOTION: (John Young/Ted Cushing) to adjourn 10:45 a.m. All "aye" on voice vote, motion carries.

Chairman, Ted Cushing

Secretary, Melodie Gauthier