

FINANCE & INSURANCE COMMITTEE MEETING
Monday, April 27, 2009

Members present: Chairman Ted Cushing, Supervisors, John R Young and John Hoffman. Franklin Greb and Andy Smith –excused.

Others present:

Bob Brusco, County Clerk
Kris Ostermann, Treasurer
Marge Sorenson, Finance Director
Lynn Grube, ITS Director
Nick Scholtes, Highway
Linda Conlon, Public Health Director

Peter Wolk, County Board Supervisor
Tara Ostermann, Deputy Treasurer
John Potters, County Coordinator
Robert Fries, Board of Adjustment
Samantha Hernandez, Lakeland Times
Melodie Gauthier, Committee Secretary

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: (Young/Hoffman) to approve the, April 13, 2009 agenda. All “aye” on voice vote, motion carries.

3. APPROVE MINUTES OF PREVIOUS MEETING (S)

MOTION: (Hoffman/Young) to Accept Minutes of March 23, 2009 Finance & Insurance Committee Meeting. All “aye” on voice vote, motion carries.

4. OUT-OF-STATE TRAVEL – HEALTH DEPARTMENT – NICOLE KOSTROVA

Conlon is requesting out-of-state travel for Nicole Kostrova for a national conference on tobacco control and prevention. The conference will be held at the Phoenix Convention Center in Phoenix, Arizona for 4 days June 9, 2009 – June 12, 2009. The Northern Region TTA Program is sponsoring up to \$2000.00 for this scholarship opportunity.

MOTION: (Hoffman/Young) to approve the out-of-state travel for Nicole Kostrova to attend the Tobacco Control and Prevention Conference in Phoenix, Arizona. All “aye” on voice vote, motion carries.

5. MARCH 2009 HIGHWAY FUND BALANCES

Scholtes presented the March 2009 Highway fund balances.

MOTION: (Hoffman/Cushing) to accept the March 2009 Highway Fund Balances as presented. All “aye” on voice vote, motion carries.

6. 2008 HIGHWAY CLOSING FUND BALANCES

Scholtes presented the 2008 Highway Closing Fund Balances.

MOTION: (Hoffman/Cushing) to accept the 2008 Highway Closing Fund Balances as presented. All “aye” on voice vote, motion carries

7. 2009 CONSTRUCTION UPDATE

Scholtes updated the committee on the Highway D Bridge project with an estimated completion date 3 weeks. The County Trunk Highway J Project will start approximately July 6, 2009 and Highway K, a CHIP D project, will start approximately June 8, 2009.

Scholtes states that the Highway Department applied for two stimulus projects, one for Hwy. K, in which the Northwoods Biking Counsel is requesting a paved bike lane on the side of the road from Highway 51 to Highway 47 a 12.8 mile stretch. The project would be 100% paid through traffic enhancement- stimulus monies

The County Trunk Y project would be to pulverize, shape and pave, if approved, would be done in 2010.

MOTION: (Hoffman/ Cushing) to accept the 2009 Highway construction update report. Hoffman, Cushing -“aye”. Young – “abstain”, motion carries.

8. APPROVE RETAINING OUTSIDE LEGAL COUNSEL FOR ZONING BOARD OF ADJUSTMENT

Robert Fries is requesting approval for outside counsel for the Zoning Board of Adjustment.

MOTION: (Hoffman/Young) to approve retaining outside legal counsel for the Zoning Board of Adjustment. All “aye” on voice vote, motion carries.

9. VOUCHERS, REPORTS AND PURCHASE ORDERS

County Clerk

Gauthier presented bills and vouchers for the County Clerk.

MOTION: (Young/Hoffman) to approve the County Clerk’s Bills and Vouchers as presented. All “aye” on voice vote, motion carries.

Treasurer

Ostermann presented bills and vouchers.

MOTION: (Hoffman/Cushing) to approve the Treasurer’s Bills and Vouchers as presented. All “aye” on voice vote, motion carries.

March 2009 Statement of Cash Account

Ostermann presented the Treasurer’s March 2009 Statement of Cash Account.

MOTION: (Cushing/Hoffman) to approve the Treasurer’s March 2009 Statement of Cash Account. All “aye” on voice vote, motion carries.

Ordinance Amendment – Return Check Fee.

Ostermann is requesting approval to increase the NSF checks for Oneida County to \$20.00. This would cover the return bank fees of \$19.00 and leave the Treasurer’s Office \$1.00 for handling charges.

MOTION: (Hoffman/Young) to approve the Ordinance Amendment to change the NFS check fee to \$20.00 and forward to the County Board. All “aye” on voice vote, motion carries.

Information Technology Services

Grube presented bills and vouchers for approval.

MOTION: (Cushing/Hoffman) to approve ITS Bills and Vouchers as presented. All “aye” on voice vote, motion carries.

Dictaphone hand held recorder purchase

Grube received a sales agreement from Dictaphone/Nuance in regard to 2 hand held dictaphone recorders she is trying to purchase. The agreement has a confidentially clause that states she can not release the cost of these dictaphone recorders to anyone. Grube states that Corporation Counsel feels this confidentially clause should be removed. Grube requested that this clause be removed from the Dictaphone Agreement and has not received a response back. Tom Wiensch states that the risk in signing this is minimal and the likely hood of someone asking how much the recorders are is also minimal. He does however; feel that we should not sign the contract because signing confidentially clauses in government is complicated.

Grube is asking the committee for direction on this sales agreement as these 2 dictaphones are needed to replace 2 broken ones.

MOTION: (Young/Hoffman) to approve the purchase of 2 hand-held dictaphones recorders and the signing of the dictaphone sales agreement. All “aye” on voice vote, motion carries.

Finance

Sorenson presented bills and vouchers for approval.

MOTION: (Hoffman/Cushing) to approve the Finance bills and vouchers as presented. All “aye” on voice vote, motion carries.

Program Reduction/Revenue Generation Letter

Sorenson updated the Program Reduction/Revenue Generation Letter with the changes discussed from the last meeting.

Sorenson is requesting the Committee sign the final letter that will be sent out to the Department Heads and County Board Supervisors.

Committee endorsed the letter and no other action was taken.

General Investment Statement

Sorenson presented March 2009 General Investment Statement.

MOTION: (Cushing/Young) to accept the General Investment Statement as presented. All “aye” on voice vote, motion carries.

10. LINE ITEM TRANSFERS

MOTION: (Hoffman/Cushing) to approve Line Item Transfers for Economic Development, Emergency Management and Highway Department. All “aye” on voice vote, motion carries

11. RESOLUTION FOR LINE ITEM TRANSFERS -none

12. ITS – TECHNOLOGY PLAN - none

13. STRATEGIC PLANNING STATUS REPORT - none

14. PUBLIC COMMENT -none

15. ITEMS FOR FUTURE AGENDAS

Kumbera – broadband towers

16. ADJOURNMENT

MOTION: (Hoffman/Cushing) to adjourn 10:15 a.m. All “aye” on voice vote, motion carries.

Ted Cushing, Chairman

Melodie Gauthier, Secretary