

FINANCE & INSURANCE COMMITTEE MEETING
Monday, July 12, 2010

MEMBERS PRESENT: Chair Ted Cushing, Supervisors, John R. Young, John Hoffman, David Hintz and Peter Work.

OTHERS PRESENT:

Lynn Grube, ITS Director

Mary Bartelt, County Clerk

Nick Scholtes, Highway Commissioner

Lisa Charbarneau, Committee Secretary

Margie Sorenson, Finance Director

Kris Ostermann, Treasurer

Kevin Boneske, Rhinelander Daily News

CALL TO ORDER

Chairman Cushing called the meeting to order at 9:00a.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.

APPROVE AGENDA

Motion by Hintz, second by Wolk to approve the July 7, 2010 agenda. All "aye" on voice vote, motion carries.

ACCEPT MINUTES OF JUNE 28, 2010 FINANCE & INSURANCE COMMITTEE MEETING

Motion by Hintz, second by Wolk to amend the June 28, 2010 minutes by adding the following to page 2, under the 2011 Budget Guidelines: Budget guideline letter will include the direction to reduce 2011 budget by 5% excluding payroll costs. All "aye" on voice vote, motion carries.

Motion by Hoffman, second by Young to accept the June 28, 2010 minutes as amended. All "aye" on voice vote, motion carried.

HIGHWAY: GRAVEL PIT CONTRACT

Nick Scholtes came before the committee with an addition to the contract the County is drafting with the Rhinelander School District regarding crushing gravel on property owned by the School District. The School District is requesting that the County be added to their liability insurance during the course of the crushing operations and that any additional cost be covered by the County. Scholtes told the committee that Corporation Counsel, Brian Desmond has estimated that the cost will be minimal, perhaps about twenty-five dollars.

Motion by Hoffman, second by Wolk to approve the addition to the Gravel Pit Contract with the Rhinelander School District to cover any additional cost of adding the County to the District's liability insurance. All "aye" on voice vote, motion carried.

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VOUCHERS, REPORTS AND PURCHASE ORDERS

County Clerk

Mary Bartelt presented the Departmental Information Document for the County Clerk's Office for the committees' review.

Motion by Hoffman, second by Wolk to approve the County Clerk's Departmental Information Document as presented. All "aye" on voice vote, motion carried.

Treasurer

Motion by Hintz, second by Wolk to approve the Treasurer's bills as presented. All "aye" on voice vote, motion carried.

Kris Ostermann went over the Statement of Cash Account for June 2010. Ostermann told the committee that she has been diligent in reviewing fees charged to the County and is trying to reduce them as much as possible.

Motion by Hoffman, second by Hintz to approve the Statement of Cash Account for June 2010 as presented. All "aye" on voice vote, motion carried.

Ostermann presented the Departmental Information Document for the Treasurer's Office. She went over changes to the document and told the committee that she had met with Finance Director Sorenson on preparing the document.

Supervisor Hintz asked if the County was combining invoices for payment as well as using direct deposit and wire transfers.

Ostermann responded that the County tries to combine invoices as much as possible; however there are still additional improvements that can be made in that area. She also noted that most County employees are on direct deposit; however they still process about 80 payroll checks manually.

Motion by Hoffman, second by Young to approve the Treasurer's Departmental Information Documents as presented. All "aye" on voice vote, motion carried.

Information Technology Services

Motion by Cushing, second by Wolk to approve the ITS bills as presented. All "aye" on voice vote, motion carried.

Grube told the committee that her Departmental Information Document would be on the next agenda.

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Finance

Motion by Hoffman, second by Cushing to approve the Finance Department bills as presented. All “aye” on voice vote, motion carried.

Sorenson distributed the 2011 Budget Guidelines letter for the committee signatures. David Hintz suggested the letter be updated highlighting the 1.3 million dollar revenue short falls in the 2010 budget. The consensus of the committee was to have the letter updated to include the suggestion. Peter Wolk suggested that the 2011 Budget Guidelines be placed on the August County Board agenda and have Margie give a presentation to the full board. The consensus of the committee was to have the topic placed on the August County Board agenda.

LINE ITEM TRANSFERS

Motion by Hoffman, second by Young to approve the Line Items Transfers as presented. All “aye” on voice vote, motion carried.

ITEMS FOR FUTURE AGENDAS

Sorenson indicated that M&I Bank would like to be placed on the first Finance Committee agenda in September.

ADJOURNMENT

Motion by Hintz, second by Hoffman to adjourn. All “aye” on voice vote, motion carried.

Meeting adjourned at 9:58 a.m.

Ted Cushing, Chair

Lisa Charbarneau, Secretary