

Administrative and Finance Meeting Minutes

April 08, 2008

8:00 a.m.

Called to order by Chairman Sebastiani at 8:05 a.m. Present, Keckeisen, Davis, West. Excused Grabarski.

Motioned by Davis/Keckeisen to approve March 17, 2008 Administrative and Finance Committee meeting minutes and Joint Administrative & Finance/Executive meeting minutes December 18, 2007. Motion carried by unanimous voice vote.

Darrell Renner present to discuss project lifesaver.

Motioned by West/Davis to forward the Resolution to County Board on April 15, 2008 to create a non-lapsing account for project lifesaver. Motion carried by unanimous voice vote.

Identify upcoming agenda items to include Review of project lifesaver at the May Administrative and Finance meeting.

Mark Thibodeau and Dee Helmrick present to discuss 10% restitution surcharge.

Motioned by West/Keckeisen to institute 10% surcharge to be applied toward current victim witness costs. Motion carried by unanimous voice vote.

Motioned by Keckeisen/Davis to recess at 10:20 a.m. Motion carried by unanimous voice vote.

Reconvene at 10:30 a.m. Davis, Keckeisen, Sebastiani, West present. Excused Grabarski.

Motioned by West/Davis to forward the Resolution to County Board on April 11, 2008 for \$117,864.40 to cover deficits in under budgeted General fund departments. Motion carried by unanimous voice vote.

Motioned by West/Davis to approve County Clerk part-time revised job description as submitted and post position to fill. Motion carried by unanimous voice vote.

Reviewed vendor list/vouchers and financial report.

Discussion took place on the library overage dollars in the amount of \$4,441.61 purchase to come from library funds.

Set next meeting date for April 14, 2008 at 1:00 p.m. Agenda items to include Petty Cash accounts for Health and Human Services, DA and LCD Departments.

Motioned by West/Davis to adjourn at 11:00 a.m.

Respectfully submitted,

Cindy Phillippi
Recording Secretary