

ADMINISTRATIVE & FINANCE

June 14, 2010

9:00 a.m., Room A160

Meeting called to order by Chairperson West at 9:05 a.m. Present: West, Sebastiani, Ward, Kotlowski. Excused, Renner.

Meeting was properly noticed.

Motioned by Sebastiani/Kotlowski to approve the agenda as presented. Motion carried by unanimous voice vote.

Motioned by Ward/Kotlowski to approve the May 14, 2010 Administrative and Finance Minutes. Motion carried by unanimous voice vote.

No public participation, no correspondence.

Discussion took place on the Hutchison property. The committee discussed the \$120,000 grant for clean-up. On June 25th the Property Committee will open bids. For this project, Liberty Tire is asking \$150.00 a ton, Solid Waste Department currently pays them \$120.00 a ton to them. Alternate bid 2 is to scrap 6 inches of surface soil. The committee may consider bid 2 depending on budget availability and the amount additional funding needed. Alternate bid number 2 was not part of original grant proposal. Costs and options for clean-up were in the initial money allocated on this project. Ward suggested the use of a Huber to sort or pile tires to save money, this could be looked into. The County has no legal requirements to clean up the property. We may need to submit a receive a case closure from the DNR, if DNR grants closure this may or may not impact the value of the property. Dennis and Joe will be collecting water samples today. The well from the property and adjoining neighbors' properties will be checked. The Fair Market Value of property is \$51,700.00. Myrna suggested using screened buckets to reduce weight and cost associated when cleaning up surface soil.

Barb Petkovsek will provide a financial update each meeting of project funds related to Hutchison property.

Motioned by Ward/Sebastiani to consider alternate bid #2 at the next meeting with no intent to accept, and/or based on budget dollars available. Motion carried by unanimous voice vote.

Ward mentioned there should be no cost to Solid Waste in regards to tippage fees on Hutchison property.

Barb Petkovsek reported:

The Coroner is right at 41% of revenues. Clerk of Court indigent expense is 57%, over spent expenses. Tax lister account publication is over 58%. The Highway has a shortage on paint and may need to lay off employees if paint doesn't come in soon. Ward asked, "What do the painters do when it is raining?" Barb not sure, but will find out. Barb attended the Stevens Point Wisconsin County Executive & Administration meeting. They said the next 3 budget cycles will be tough.

2009 Audit reports & draft financials will be presented at the July meeting, then forward to July County Board meeting.

Motioned by Kotlowski/Sebastiani to approve check register as printed. Motion carried by unanimous voice vote.

Unity is currently proposing a 30% increase in Health Insurance. Health Insurance will be going out on bids; we may need to start exploring two different plans. Executive Committee will guide negotiations and changes to insurance if any. For example: previous years changes included one million life coverage time rather than two million.

Wisconsin Retirement Estimates are in for:

- Protected
- Elected
- Teachers
- General

categories.

The committee request Barb provide Unemployment figures/average cost of a position by next meeting.

September, 18 thru 21, 2010 AI will be gone.
September, 13 thru 17, 2010 West will be gone.

Tentative dates for 2011 budget will be September 29, 30, October 1, 4.

The next Department Head meeting is June 24, 2010.

Formal Credit Card Policy was presented: The committee made alternate recommendations, to look at one company and have a summary bill, then cap money amounts and have one office administering it, a central location with one vendor and one summary bill.

There will potentially be a Milk Source presentation at the July County Board meeting, placed at the top of the agenda.

John West will be appointed on the Technology Steering Committee.

The Committee wants to know what the Communications Bond Project Principal payment for April 2011 is, by the next meeting.

Wisconsin County Association has changed the Joint Powers Agreement relating to Public Finance Authority Res. # 30-2010, this is in the County Board packet. The amendment is being handed out to the County Board Supervisors.

MIS Department update: Dawn McGhee reported the 200 hour contract was reviewed and approved by both Jack/Barb. Motioned by Sebastiani/Ward to fill the service support 8 weeks, 200 hour minimum contract. Motion carried by unanimous voice vote.

Treasures report:

Currently we are under 50 parcels that are un-paid.

M&I Bank fees are in excessive, \$18,199.14 service charges. Stop payment charge is \$20.00, NSF charge, is \$20.00 and Wire Transfer charge, are \$15.00 each.

Now account interest is .5%, with no charges. There is a Sweep account where interest is 1%. The bank will charge \$35-\$50 for collateralization which is an annual fee to be protected over \$250,000.00.

Motioned by Sebastiani/Ward to transfer funds from M&I Bank to Grand Marsh for general expenditures. Motion carried by unanimous voice vote.

Set next meeting date for July, 9th at 9:00 a.m.

Motioned by Ward/Kotlowski to adjourn at 12:30 p.m. Motion carried by unanimous voice vote.

Respectfully Submitted,

Cindy Phillippi,
Recording Secretary