

Administrative & Finance Minutes  
May 9, 2011, 9:00 a.m., A160

Meeting was called to order at 9:05 a.m. by Chairman West.

Present were Supervisors Kotlowski, Renner, Ward, Sebastiani and West. Excused Myckael Rake (SAYL). Also present, Jeff Cohen, Cindy Phillippi, and Mary Ann Bays.

The meeting was properly noticed. Motioned by Sebastiani/Kotlowski to approve the agenda as presented. Motion carried by unanimous voice vote. No public participation and no correspondence. Place April 8<sup>th</sup> & 19<sup>th</sup>, 2011 minutes on next month agenda.

Treasurer report, Mary Ann presented the investment report. She reported \$16,800.00 was spent for publications related to foreclosures. As of current \$12,000.00 has been collected - \$200.00 is charged to the landowner per foreclosure to offset costs related to publications.

Discuss and/act on Hutchinson property letter to receive a letter of release on title from the DNR: Motioned by Sebastiani/Ward to allow Mary Ann to pay \$250.00 out of her department to receive a letter of release on Hutchinson property. Motion carried by unanimous voice vote.

Discuss and/act on Lexis Nexis, a credit card vendor. Mary Ann informed the committee that Jack Albert reviewed and approved the contract. The committee discussed costs related to the credit card, different fees are charged to different departments. No decision made, the committee needs further information and would like to see that the county be identified as one entity with equal charges. The proposed current fee schedule had departments identified individually with charges associated based on credit card usage.

Discuss and/or act on resolution for dam maintenance overdraft as it relates to the 2011 budget. Murphy present for discussion. Motioned by Ward/Renner to table resolution and have a joint meeting with Land and Water Conservation Committee at 5:15 p.m. on May 24<sup>th</sup>. Motion carried by unanimous voice vote.

Motioned by Ward/Renner to pull the resolution on transfer of \$70,000 from General Fund and allow the Land Conservation Department dam account to run in the red as it relates to the Sherwood toedrain repair project, not to exceed the \$70,000 and for Chris to report back to the committee periodically, i.e. change orders, and/or items of interest. Motion carried by unanimous voice vote.

Ward/Renner to rescind motion to have joint meeting on May 24<sup>th</sup>. Motion carried by unanimous voice vote.

MIS: Dawn McGhee reported that all is well and running fine.

Jack Albert was asked to come to discuss claim on Michael Scherer, Albert reported there is a pending internal investigation by Sheriff Department, we are looking at July to place the claim on the County Board agenda for denial.

Motioned by Sebastiani/Kotlowski to pay Nancy Churchill for an on call hour for the April recount election. Motion carried by unanimous voice vote.

John West talked with Mike from Schenck about the audit, and it went smoothly.

Jeff Cohen reported on the Dec 31, 2010 general, undesignated, debt service, highway, sales tax, solid waste, health human services, and contingency fund balances.

He also provided cash reconciliations for Jan, Feb, March, and April of 2011.

Motioned by Ward/Kotlowski to approve check register. Motion carried by unanimous voice vote.

Fund balances, carry over and Chapter 8 should be placed back on the agenda.

Next meeting date will be June 20, 2011 at 9:00 a.m.

Motioned by Ward/Kotlowski to adjourn at 11:15 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi  
Recording secretary