

**Finance Committee
December 12, 2011
Minutes**

DRAFT

COMMITTEE MEMBERS PRESENT: Chair Ted Cushing, Peter Wolk, David Hintz, John Hoffman. Absent: Jack Young.

OTHERS PRESENT: Mary Bartelt, Brian Desmond, Margie Sorenson, Kris Ostermann, Nick Scholtes, Lynn Grube and Kerri Ison.

CALL TO ORDER: Chairman Cushing called the meeting to order at 9 a.m. in Committee Room #2 of the Oneida County Courthouse noting the meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

APPROVE AGENDA: Motion by Hoffman/Wolk to approve the agenda as printed. All ayes; motion carried.

APPROVE MINUTES: Motion by Wolk/Hintz to approve the minutes of 11/14/11 as presented. All ayes; motion carried.

VOUCHERS, REPORTS, PURCHASE ORDERS:

County Clerk:

- Vouchers: Bartelt reviewed vouchers submitted for approval. Motion by Hoffman/Wolk to approve bills as presented. Discussion followed regarding accidents/repairs to county owned vehicles. Desmond recommended a policy be drafted by the Finance & Insurance Committee regarding reporting accidents in a timely manner. All ayes; motion carried.
- 2012 Long Range Plan: Motion by Hoffman/Wolk to approve the 2012 long range plan for the County Clerk. All ayes; motion carried.
- Voting machine standardization: Bartelt hosted trainings on 12/1/11 with 100% turnout.

Motion by Hintz/Wolk instructing the County Clerk to work with Corporation Counsel to clarify the accident reporting policy concerning the timeliness of reports and prevention efforts. All ayes; motion carried.

Treasurer:

- Vouchers: Motion by Hoffman/Hintz to approve the vouchers for the Treasurer. All ayes; motion carried.
- November Statement of Cash Account: Motion by Hoffman/Wolk to accept the November statement of cash account as presented. All ayes; motion carried.

ITS:

- Motion by Hoffman/Hintz to approve the vouchers from ITS as presented. All ayes; motion carried.

Finance:

- Vouchers/purchase orders: Motion by Hoffman/Wolk to approve the blanket purchase orders and vouchers for Finance as presented. All ayes; motion carried.
- October General Investments: Sorenson reviewed the October general investment summary. Discussion followed. Motion by Cushing/Hintz to accept the October general investment statement as presented. All ayes; motion carried.

LINE ITEM TRANSFERS: Sorenson submitted line item transfers for approval for Health Insurance, Sheriff's Department, Forestry, UW-Extension, Emergency Management, Land Conservation, and Social Services. Motion by Hoffman/Cushing to approve the line item transfers as submitted. All ayes; motion carried.

RELOCATION ASSISTANCE - FORWARD SERVICE CORPORATION: Desmond discussed the invoice provided for telephone setup and stationery printing. He noted the County is still under budget for relocation services. Motion by Hoffman/Wolk to approve the relocation expense bill and forward to Buildings and Grounds approval and payment. All ayes; motion carried.

WAIVER OF INSURANCE REQUIREMENT WISDOT RMA AGREEMENT: Motion by Hoffman/Wolk to approve the waiver of insurance for the 2012 WisDOT routine maintenance agreement as requested. All ayes; motion carried.

EFFICIENCY TEAM REPORT: Sorenson noted the Consolidation Committee has been dissolved. The Transition Committee meets only occasionally and it was decided a committee needs to take the lead to keep the data in the forefront of supervisor's minds. Discussion followed. Sorenson believes the ranking report is a tool to get the committees of jurisdiction involved with updates being made on a continual basis. Cushing directed Sorenson to draft a letter to all committee chairs and department heads regarding the report. Motion by Hintz/Wolk directing Sorenson to draft a letter for signature to keep the Efficiency Team ongoing and get support from committees of jurisdiction as well as department heads. All ayes; motion carried. A draft of the letter will be reviewed by the Efficiency Team as well.

RESOLUTIONS TO COME BEFORE THE ONEIDA COUNTY BOARD OF SUPERVISORS AT THEIR DECEMBER 14, 2011 MEETING:

- **Resolution #86- 2011** -- offered by the Supervisors of the Forestry, Land & Outdoor Recreation Committee regarding the Oneida County Forestry Department Annual Work Plan for 2012. No fiscal impact.
- **Resolution #87-2011** -- offered by Supervisor Ted Cushing regarding the creation of a Long Term Care District Governing Board. No fiscal impact.
- **Resolution #88- 2011** -- offered by the Supervisor John Hoffman regarding Oneida County Social Services be granted permission to operate as the fiscal agent for the ADRC of the Northwoods. No fiscal impact.
- **Resolution #89- 2011** -- offered by the Supervisor Thomas Rudolph urging the Governor of the State of Wisconsin to reject further cuts to the county land conservation staffing grants. No fiscal impact.

- **Resolution #90- 2011** -- offered by the Supervisors of the Labor Relations Employee Services Committee regarding the ratification and approval of a 1% across the board increase for the Non-Protective Association wage schedule on January 7, 2012. Fiscal impact available at County Board. No fiscal impact.
- **Resolution #91- 2011** -- offered by the Supervisors of the Labor Relations Employee Services Committee regarding the ratification and approval of a 1% across the board increase for the Non-Represented wage schedule on January 7, 2012. Fiscal impact attached.
- **Resolution #92- 2011** -- offered by the Supervisors of the Labor Relations Employee Services Committee regarding the ratification and approval of a 1% across the board increase for the Courthouse Union wage schedule on January 7, 2012. Fiscal impact attached.
- **Resolution #93- 2011** -- offered by the Supervisors of the Labor Relations Employee Services Committee regarding the ratification and approval of a 1% across the board increase for the Public Health Nurse Association wage schedule on January 7, 2012. Fiscal impact attached.
- **Resolution #94- 2011** -- offered by the Supervisors of the Labor Relations Employee Services Committee regarding the ratification and approval of a 1% across the board increase for the Social Worker Association wage schedule on January 7, 2012. Fiscal impact attached.
- **Resolution #95- 2011** -- offered by the Supervisors of the Labor Relations Employee Services Committee regarding the ratification and approval of a 1% across the board increase for the Highway Union wage schedule on January 7, 2012. Fiscal impact attached.

Discussion was held regarding wage increases. Motion by Hoffman/Hintz to forward the resolutions to the County Board as presented. All ayes; motion carried.

PUBLIC COMMENT: None.

NEXT AGENDA: Risk Management, Efficiency Team update.

ADJOURNMENT: Motion by Wolk/Hintz to adjourn at 10:05 a.m. All ayes; motion carried.

Respectfully submitted,

Kerri Ison, Recording Secretary

Ted Cushing, Chair