

Jefferson County  
Finance Committee Minutes  
December 10, 2009

Committee members: Kuhlman, Rick  
Mode, Jim  
Molinaro, John  
Rogers, Pamela (Chair)  
Schmeling, Sharon L.

Pam Rogers called the meeting to order at 1:00 p.m. All committee members were present except Rick Kuhlman and Jim Mode. Also present were Dave Ehlinger, Gary Petre, Phil Ristow, Earlene Ronk and Tammy Worzalla.

Gary Petre certified that the meeting was in compliance with the open meetings law.

A motion was made by Schmeling/Molinaro to approve the minutes of 7/6/09. The motion passed 3-0.

A motion was made by Schmeling/Molinaro to approve the minutes of 7/14/09. The motion passed 3-0.

A motion was made by Rogers/Molinaro to approve the minutes of 8/13/09. The motion passed 3-0.

A motion was made by Schmeling/Rogers to approve the minutes of 11/12/09 as corrected. The motion passed 3-0.

Dave Ehlinger presented his recommendation to set the retiree dental rates for 2010 at \$39/month for single coverage and \$79/month for family coverage. A motion was made by Molinaro/Rogers to set the retiree dental rates for 2010 at \$39/month for single coverage and \$79/month for family coverage. The motion passed 3-0.

The committee reviewed the preliminary non-lapsing requests for 2009 into 2010. Dave explained the change in methodology for resolutions that will take place regarding the MIS non-lapsing requests. No action was taken by the committee.

Phil Ristow explained the options available for sale of the 3 acre parcel at N5332 CTH D in Helenville that did not receive any bids when last advertised. A motion was made by Molinaro/Schmeling to publish a Class 1 notice requesting sealed bids on this property setting no minimum price with the Finance Committee not obligated to sell if the price is not favorable. The motion passed 3-0.

A motion was made by Schmeling/Rogers to convene in closed session pursuant to Wisconsin Statute §19.85(1)(e) to consider negotiations relating to the sale of Countryside Home. By roll call vote, all committee members voted yes.

Ray Giannini of Marcus & Millichap (“broker”) recapped the activity to date regarding the potential sale. Discussion also took place regarding potential timelines.

A motion was made by Schmeling/Rogers to return to open session. The motion passed 3-0.

By consensus, the following timeline was agreed upon:

- 12/31/09 Buyer letter of intent due to broker
- 1/11/10 Broker presents “final and best” offers from potential buyers after broker and staff have performed background checks
- 1/12/10 Special Finance Committee meeting to consider offers
- 2/4/10 Special Finance Committee meeting to review Purchase and Sale Agreement (PSA) and make recommendations to the County Board if all steps have been completed.
- 2/9/10 County Board meeting to consider approval of PSA, if available.
- 3/9/10 County Board meeting to consider approval of PSA if not done in February

The committee discussed County Board Rule 64.08 regarding mileage reimbursement and liability insurance coverage. After general discussion took place, Gary Petre and Phil Ristow were directed to draft a document to be signed once by employees affirming that they will keep auto insurance coverage in place while employed by the County meeting or exceeding state minimums in order to receive mileage reimbursement.

Barb Frank updated the committee regarding the recent cases where employees were using their vehicle on County business and had accidents along with potential cost reimbursements for damage to personal property. By consensus, the committee decided to not change the policy and thus not reimburse for these costs, as the IRS mileage rates include cost of insurance.

Gary Petre presented a recap of actual versus budgeted amounts for unemployment compensation during the year for all departments.

After review of invoices, there was a motion made by Rogers/Schmeling to approve payment of invoices totalling \$939,675.18. The motion passed 3-0.

Dave Ehlinger reminded the committee that there is no County Board meeting scheduled for January. By consensus, the committee agreed that the County Board payroll should be scheduled for payment on January 14<sup>th</sup> as part of the regular review of invoices.

A motion was made by Schmeling/Rogers to adjourn at 3:59 p.m. The motion passed 3-0.

Respectfully submitted,

Pamela Rogers  
Finance Committee Chair  
Jefferson County

/dpe