

Jefferson County
Finance Committee Minutes
May 14, 2009

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

1. Call to order

Pam Rogers called the meeting to order at 8:30 a.m.

2. Roll call (establish a quorum)

All committee members were present with the exception of Rick Kuhlman, who was excused. Also present were Gary Petre, Barb Frank, Mark Watkins, Phil Ristow and Bill Kern.

3. Certification of compliance with the Open Meetings Law

The County Administrator certified that the agenda that was revised on May 8th was properly noticed.

4. Review of the agenda

No changes were made to the agenda.

5. Citizen comments

None

6. Approval of minutes from March 12th and March 19th, 2009 Finance Committee meetings

Motion made by Supervisor Mode; 2nd by Supervisor Molinaro to approve the minutes from the March 12th and March 19th, 2009 Finance Committee meetings. (Ayes-All)

7. Discussion and possible action on reinstatement of Land & Water Conservation Department intern

Presentation by Mark Watkins on availability of additional grant funds for hiring an intern position in the Land & Water Conservation Department.

Motion made by Supervisor Schmeling; 2nd by Supervisor Molinaro to approve the request contingent upon expenditures not to exceed the amount of grant funds available. (Ayes-All)

8. Discussion and possible action on changes to the County's Fund Balance Policy

The Committee discussed their desire to amend the Fund Balance Policy language; however, due to the absence of the Accounting Manager, the Committee decided by consensus to lay this item over to a future meeting.

9. Discussion and possible action on monitoring 2009 County department finances, including reducing expenditures and increasing revenue.

The Committee discussed the process of monitoring 2009 Department Finances by the Finance Committee and the parent committees. Based on the current level of monitoring taking place the Committee took no action.

10. Review and discussion on County Administrator's 2010 Budget Guidelines

The County Administrator presented the 2010 Budget Guidelines to the Committee. The Committee discussed the guidelines. The County Administrator informed the Committee that the guidelines were sent to all board members today.

The Committee asked that additional clarification be made on page 8 of the guidelines and be sent to County Board members.

11. Discussion and possible action on results of Resolution to Authorize sale of Countryside contingent on referendum results

The Committee briefly discussed any feedback from their constituents in regards to this resolution.

No further action was needed.

12. Discussion and possible action on public notification of the Information and Listening Sessions on County Financial Challenges

The Committee discussed the schedule, public notification efforts and the content of the presentation material for the listening sessions. In addition, the Committee discussed the possibility of video taping at least on of these sessions so that it could be televised on cable TV and on the County website.

The County Clerk offered to contact the Advertiser publication and town clerks to publicize the information on dates and locations for the listening sessions.

The Committee also requested a press release be issued to the newspapers and County Department Heads. They also requested that the Department Heads forward the notice of listening sessions, dates and locations to any county residents that they have access to via E-mail.

Motion made by Supervisor Schmeling; 2nd by Supervisor Mode to hire Matt Carl (the County Board's videotaping vendor) to record the May 28th session to be held at Lake Mills City Hall at a cost not to exceed \$300.00 to be charged to the County Board budget. (Ayes-All)

13. Review and payment of bills

The Committee reviewed bills in the amount of \$661,070.46.

Motion by Supervisor Rogers; 2nd by Supervisor Molinaro to approve the bills.

14. Set next meeting date and agenda

May 21, 2009

15. Adjourn

Motion by Supervisor Molinaro; 2nd by Supervisor Schmeling to adjourn. 10:30 a.m. (Ayes-All)