

Jefferson County
Finance Committee Minutes
August 12, 2010

Committee members: Braughler, James B.
Jones, Richard C.
Mode, Jim
Molinaro, John
Rogers, Pamela (Chair)

Pam Rogers called the meeting to order at 8:31 a.m. with all committee members present. Staff members present were Dave Ehlinger, Gary Petre, Phil Ristow, and Tammy Worzalla. Additional County Board members present was Jan Roou.

Gary Petre certified that the meeting was in compliance of the Open Meetings Law for the State of Wisconsin.

Under public comment, Jan Roou asked for clarification of how many miles are being budgeted for road construction each year, and asked about the use of consultants in the past regarding the potential new Highway facility.

A motion was made by Molinaro/Jones to approve the minutes of July 12th as drafted. The motion passed 5-0.

Jake Lenell of Clifton Gunderson presented an overview of the 2009 audited financial statements as well as an overview of the related management letter. The committee directed that a subsequent meeting would be held including the County Treasurer to discuss issues on the management letter dealing with that office.

The sealed bids for the three-acre parcel at N5332 CTH D were opened. The first bid was for \$1,000 and the second bid was for \$51,300. After discussion, a motion was made by Molinaro/Mode to accept the bid of \$51,300 from Saloga Property for \$51,300 for the property at N5332 CTH D. The motion passed 5-0.

Paul Novitzke presented the Fair Park request for out of state travel to Duluth, MN to view a haunted house operation that is being considered as an option for the Fair Park. The costs to the County would only be food and gas with all other costs being covered by the entity operating the haunted house. A motion was made by Jones/Braughler to approve out of state travel to Minnesota for the Fair Park. The motion passed 5-0.

Gary Meyers of Shorewest Realtors presented a proposal to have the County purchase the property located at 215 S. Center St. in Jefferson, WI. After discussion, a motion was made by Molinaro/Jones to enter into closed session pursuant to Wisconsin Statute §19.85(1)(e) and (g) for the purpose of deliberation or negotiating the purchase of property at 215 S Center St in Jefferson, WI. By a roll call vote, the vote was unanimous in favor of going into closed session.

After discussion, a motion was made by Molinaro/Mode to return to open session. The motion passed 5-0.

A motion was made by Molinaro/Mode to agree with the proposed settlements on both employment claims as presented by Phil Ristow. The motion passed 5-0.

A motion was made by Jones/Braughler to direct staff to explore options with the City of Jefferson regarding 215 S Center St in Jefferson and report back to the committee at a future meeting. The motion passed 5-0.

Dave Ehlinger explained to the committee the methodology used for sick/vacation leave payouts for retiring employees in relation to the current year budget. By consensus, it was agreed that the committee is okay with funding of these potential deficits at year-end and that the County Administrator should inform affected departments of this decision.

Gary Petre updated the committee on the selection of an electrical engineering firm for the Courthouse generator project. By consensus, the committee agreed it was okay to purchase the services for the electrical engineering firm first and provide funding at a later date. In addition, the committee also agreed by consensus that they would choose option #3 from the vendor (provide plans, specs, issue bid packages, review bids, review submittals, perform site visits, and prepare punch list for \$9,200). John Molinaro requested that staff contact Andy Jorgensen for possible availability of funds.

Dave Ehlinger recapped his report on attendance at the national Government Finance Officers Association (GFOA) conference in Atlanta, GA in June 2010 and that the 2011 budget request includes attendance at the GFOA conference in May 2011. By consensus, the committee felt that attendance was useful and thanked Dave for his report.

Gary Petre recapped his memo regarding the sale of Countryside Home.

Dave Ehlinger explained his detailed report regarding the financial recap of the closure of Countryside Home. In addition, Dave explained his proposal to amend the current fund balance policy. After discussion, it was requested that a meeting be set up on August 31st at 8:30 a.m. and invite Ehlers & Associates to discuss for general discussion regarding future financial strategies and policies, possible fund balance policy modification, capital needs, debt issuance, and taxation levels.

Dave Ehlinger updated the committee that there have been no changes to the Contingency Fund balance since 7/15/10, and the balance remains at \$282,565.

Due to scheduling problems, Gary Petre proposed that the budget hearing schedule be changed as follows:

From Wednesday, September 22nd to Tuesday, September 21st.
From Friday, September 24th to Wednesday, September 29th.

By consensus, it was agreed to the proposed schedule change.

Jim Mode left the meeting at 11:45 a.m.

After review of the bills, a motion was made by Rogers/Jones to approve payment of bills for \$483,715.66. The motion passed 4-0.

A motion was made by Jones/Rogers to adjourn at 12:10 p.m. The motion passed 4-0.

Respectfully submitted,

Jim Braugher
Finance Committee Secretary
Jefferson County

/dpe