

Jefferson County
Finance Committee Minutes
December 8, 2011

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

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 except James Braughler. Additional County Board Supervisor present was Supervisor Jan Roou. Staff in attendance was Dave Ehlinger, Bill Kern, Paul Novitzke, Gary Petre, Phil Ristow, Sandee Schunk and Tammy Worzalla.
3. **Certification of compliance with the Open Meetings Law** – Gary Petre certified that the meeting complied with the Open Meeting Law.
4. **Review of the agenda** – No changes.
5. **Citizen Comment** – None
6. **Approval of Finance Committee minutes for November 10, 2011** – A motion was made by Molinaro/Mode to approve the minutes for November 10, 2011. The motion passed 4-0.
7. **Communications** – None
8. **Discussion and possible action on the purchase of a replacement boiler at the Hillside Building by the Human Services Department** – After general discussion, a motion was made by Mode/Jones to approve the replacement of the Hillside boiler up to \$21,112.00.
9. **Review of and possible recommendations regarding departmental 2011 non-lapsing requests to be carried forward into 2012 budget** – Dave Ehlinger and Gary Petre indicated that they saw no particular requests that were questionable. Dave highlighted and explained the following specific departments:
 - Sheriff Department – Radio system upgrade project
 - Clerk of Courts – Remodeling project and unemployment compensation
 - Land Conservation – County cost share program re-establishment
 - Health Department – Total department and statutory requirement
 - MIS Department – Total amount high as compared to their total budget
 - Highway Department – No changes from past year procedures

Rogers inquired as to the expectations of the end of year estimates. Dave Ehlinger stated there were no material changes to his August estimates brought to the Finance Committee in September.

- 10. Update on contingency fund balance** – Dave Ehlinger stated there were no changes to the \$285,019.53 balance from the previous month.
- 11. Convene in closed session pursuant to s. 19.85(1)(e), Wisconsin Statutes, to deliberate the purchase of public property interests** – A motion was made by Mode/Jones to convene in closed session. The motion passed in a roll call vote 4-0.
- 12. Reconvene in open session to take action if necessary on items discussed in closed session concerning public property interests** – A motion was made by Molinaro/Mode to reconvene in open session. The motion passed 4-0. No action was taken.
- 13. Payment of invoices** – James Mode left at 9:40 and gave his approval of the payment of invoices that he reviewed. After all other committee members finished reviewing the invoices, a motion was made by Rogers/Molinaro to approve payment of invoices totaling \$853,225.80. This amount includes an adjustment to Pat Theder’s mileage reimbursement to exclude the mileage to and from his home in the amount of \$186.48. The amount also included payment to Marcia Krull for May through October purchases with the caveat that she is to be reminded that invoices must be turned in monthly as per County Board rules. The motion passed 3-0.
- 14. Set future meeting schedule, next meeting date, and possible agenda items** – No changes.
- 15. Adjourn** – A motion was made at 9:43 a.m. to adjourn by Molinaro/Rogers. The motion passed 3-0.

Respectfully submitted,

Pam Rogers
Finance Committee Chair
Jefferson County
/tlw - dpe