

Jefferson County
Finance Committee Minutes
November 10, 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. Staff in attendance was Dave Ehlinger, Sharon Ehrhardt, Rob Klotz, Gary Petre, Phil Ristow, 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** – A request was made by Pam Rogers to move #12 up to after #6 of the agenda.
5. **Citizen Comment** – None
6. **Approval of Finance Committee minutes for November 1, 2011** – A motion was made by Mode/Molinaro to approve the minutes for November 1, 2011. The motion passed 5-0.
12. **Consider Village of Johnson Creek’s proposal for tax foreclosure on JC plaza and adjacent parcel and conveyance to the Village for all taxes due** – A motion was made by Molinaro/Mode to approve the Village of Johnson Creek’s proposal for tax foreclosure on JC plaza and adjacent parcel and to begin the process for an agreement for a conveyance to the Village for all taxes due which will be brought to the full County board for the approval of the agreement in December.
7. **Discussion and possible action regarding Human Resources’ request for up to \$25,000 from the contingency fund for labor negotiations by the law firm of Davis & Kuelthau** – The details are still unknown at this time. Gary Petre felt it was all right at this time to forgo this agenda item given the late date in the year with the understanding to the Finance Committee that the Human Resources budget may be over budget if labor negotiations costs are greater than the budgeted amount.
8. **Discussion and possible action on contingency fund request for shelving in the County Clerk/ Finance basement vault** – A motion was made by Molinaro/Braughler to transfer \$8,874.06 from the contingency fund for shelving in the County Clerk/ Finance basement vault to account number 1201.594812 and 2601.594812 split 50/50. The motion passed 5-0.
9. **Consider claim for physical damage to an employee’s vehicle during the performance of the employee’s work duties** – A motion was made by Jones/Mode to approve payment for the physical damage to an employee’s vehicle during the performance of the employee’s work duties in the amount of \$810.12. The motion passed 5-0.

10. Discussion of and possible action regarding creation of a policy for reimbursement of insurance deductibles for vehicle repairs – The Finance Committee maintained they would like to continue the current practice of handling these claims on a case by case basis.

11. Discussion and recommendations on supervisor budget amendments for 2012 – Amendment #14 increased state aid within the Solid Waste Program from zero to \$29,400 and increased the operating reserve within the Solid Waste Program by \$29,400. This proposed amendment would have no effect on the tax levy. A motion was made by Molinaro/Jones to recommend the approval of this amendment to the County Board. The motion passed 5-0.

13. Discussion and possible recommendation regarding tax foreclosures on various tax delinquent properties within Jefferson County

General discussion took place for properties already foreclosed upon but not sold yet. The general consensus for each property is listed below:

- a. 016-0513-3621-067 – It appears this property is in the road right-of-way. No action is to be taken on this parcel at this time.
- b. 024-0516-1234-007 – Phil Ristow was directed to investigate whether Lot 34 has access rights as well as to contact the adjacent property owners about purchasing the parcel.
- c. 016-0513-2413-004 – Continue with the process of donating this parcel to the Wisconsin Department of Natural Resources.
- d. 016-0514-0422-079 – Rescind the directive to offer the property to the City of Fort Atkinson and take no action on this parcel at this time.
- e. 018-0713-2212-001 – Continue with the process of donating this parcel to the Wisconsin Department of Natural Resources.
- f. 026-0616-1621-002 – It appears this parcel is currently swamp land. No action is to be taken on this parcel at this time.
- g. 008-0715-1322-001 – Phil Ristow was directed to contact Henry Miller to see if his client is still interested in purchasing the property.

A motion was made by Molinaro/Mode to approve beginning the tax foreclosure process on all tax delinquent properties as allowed by Wisconsin Statutes. The motion passed 5-0.

14. Re-authorize self-insuring workers compensation liability– A motion was made by Jones/Mode to recommend the approval to the County Board to re-authorize self insuring workers compensation liability. The motion passed 5-0.

15. Update on contingency fund balance – Dave Ehlinger reviewed with the Finance Committee the contingency fund balance which is currently at 285,019.53 which includes the \$8,874.06 transfer from agenda item #8.

16. Payment of invoices – After reviewing the invoices, a motion was made by Braughler/Rogers to approve payment of invoices totaling \$529,111.20. The reimbursement for Gail Roberts \$516.16 of mileage reimbursement will be held at this time until further review. The motion passed 5-0.

17. Set future meeting schedule, next meeting date, and possible agenda items – Dave Ehlinger reminded the committee that the preliminary non-lapsing requests will be reviewed at the December meeting.

18. Adjourn – A motion was made at 10:03 a.m. to adjourn by Molinaro/Rogers. The motion passed 5-0.

Respectfully submitted,

Jim Braugher
Finance Committee Secretary
Jefferson County
/tlw - dpe