

Jefferson County  
Finance Committee Minutes  
January 10, 2013

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

1. **Call to order** – Richard Jones called the meeting to order at 8:30 a.m.
2. **Roll call (establish a quorum)** – All committee members were present. County Board Supervisor Paul Babcock attended. Staff in attendance were Gary Petre, Brian Lamers, Tammy Worzalla, and Terri Palm. Other public was Karen Spory from the Daily Union.
3. **Certification of compliance with the Open Meetings Law** – Gary Petre certified that notice for the meeting complied with the Open Meeting Law.
4. **Review of the agenda**-No changes
5. **Citizen Comments** – None
6. **Approval of Finance Committee minutes for December 13, 2012** – A motion was made Mode/Hanneman to approve the minutes for December 13, 2012 as drafted. The motion passed 5-0.
7. **Communications** – None
8. **Discussion and possible action for approval of a capital purchase for replacement of email archiving for \$5,625. The funds will be found through savings within the MIS Department budget.** Motion was made by Mode/Hanneman to approve to approve the capital purchase. The motion passed 5-0.
9. **Discussion and possible action to approve overnight stay on January 24<sup>th</sup> for Terri Palm in Madison to attend a conference on January 24<sup>th</sup> and 25<sup>th</sup>.** Motion was made by Molinaro/Braughler to approve the overnight stay. The motion passed 5-0.
10. **Discussion regarding the department surpluses/deficits estimates for 2012.** Brian Lamers pointed out that the two departments that are a concern are the Sheriff and Fair Park Departments with estimated deficits. The Treasurer is estimated to have a surplus over budget. No action was taken.
11. **Discussion and possible action to transfer 2012 contingency funds to cover retirements in the beginning of 2013 that will be expensed in 2012.** Motion was made by Molinaro/Braughler to approve the transfer of \$73,662.07 from contingency fund (account 9802.599909) to the various department salary and fringe accounts (see listing). The motion passed 5-0.

Wages-Sick Leave	81.511310	\$25,377.02
Wages-Vacation	81.511320	\$6,992.52
Social Security	81.512141	\$2,476.27
Retirement	81.512142	\$405.57
Wages-Sick Leave	1901.511310	\$2,735.43
Wages-Vacation	1901.511320	\$3,114.09

Social Security	1901.512141	\$447.49
Retirement	1901.512142	\$180.62
Wages-Sick Leave	2401.511310	\$1,377.95
Wages-Vacation	2401.511320	\$4,230.45
Social Security	2401.512141	\$429.04
Retirement	2401.512142	\$245.37
Wages-Sick Leave	2201.511310	\$8,830.59
Wages-Vacation	2201.511320	\$6,819.20
Social Security	2201.512141	\$1,197.21
Retirement	2201.512142	\$395.51
Wages-Sick Leave	5009.511310	\$2,830.44
Wages-Vacation	5009.511320	\$4,725.23
Social Security	5009.512141	\$578.01
Retirement	5009.512142	\$274.06

12. **Update on contingency fund balance-**Brian Lamers directed the Finance Committee to the schedule showing the current balance of the general contingency fund balance at \$177,645.22, the other contingency fund balance at zero which was transferred to cover the 2% wage adjustment approved by the County Board, and the vested benefits fund balance of \$170,339.43 after the transfer of \$73,662.07 in agenda item #11.
13. **Set future meeting schedule, next meeting date, and possible agenda items-**The next month's regular meeting agenda for February 14, 2013 should include an update on the anticipated department surpluses or deficits.
14. **Payment of invoices-** After review of the invoices, a motion was made by Mode/Hanneman to approve the payment of invoices totaling \$963,403.62. The motion passed 5-0.
15. **Adjourn-**A motion was made by Molinaro/Hanneman to adjourn 9:00 a.m. The motion passed 5-0.

Respectfully submitted,

Jennifer Hanneman  
Finance Committee Secretary  
Jefferson County

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