

Jefferson County
Finance Committee Minutes
July 14, 2011

Committee members: Braugher, 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 with the exception of Jim Braugher, who was excused.
Staff in attendance: Tammy Worzalla, Sandy Schunk, Gail Scott, Tammie Jaeger, and Gary Petre.

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 to the agenda were requested

5. Citizen Comment – None

6. Approval of minutes for June 9, 2011 and July 12, 2011

A motion was made by Molinaro/Mode to approve the minutes from June 9, 2011 and July 12, 2011 as printed. The motion passed 4-0.

7. Discussion and possible action on the utilization of Public Health Preparedness Grant funds for the purchase of a copy machine by the Health Department

Gail Scott explained that there is approximately \$26,000 in funds available from the 2010-11 Public Health Preparedness Grant that need to be used by August 9, 2011. The department will use the funds to charge approximately \$13,000 in related staff costs and requests that the remaining funds be used for the purchase of a replacement copy machine and its monthly maintenance fees. The new copier should save the department money with lower monthly maintenance fees.

Motion made by Molinaro/Jones to authorize the Health Department to use Public Health Preparedness Grant funds as requested. The motion passed 4-0.

8. Set employee and COBRA dental insurance rates for 2012

Dave Ehlinger recommended that the rates should remain the same as 2011.

Motion by Mode/Jones to keep employee and COBRA dental insurance rates the same as 2011. The motion passed 4-0.

9. Update on contingency fund balance

The Contingency Fund has a balance of \$330,414.

10. Discussion regarding State of Wisconsin budget process and its possible effect on Jefferson County budget process

Gary provided information to the Committee on the State Budget, and the updated 2012 department tax levy goals. Gary and the Committee reviewed and discussed the information and the adjustments that were made. Gary also explained how the health insurance rates were calculated. Instructions for calculating the rates from the State are not clear and will probably not be known until late August. No action taken.

11. Payment of bills

After review of the invoices, a motion was made by Molinaro/Mode to approve invoices in the amount of \$666,346.82. The motion passed 4-0.

12. Set future meeting schedule, next meeting date, and possible agenda items

Next meeting date will be on August 11, 2011.

The tentatively scheduled August 25, 2011 meeting to review major department 2012 budget requests will not be needed. Gary will notify the Committee if the need to meet on this date arises.

13. Adjourn

A motion was made at 9:25 a.m. to adjourn by Molinaro/Rogers. The motion passed 4-0.

Respectfully submitted,

Jim Braughler
Finance Committee Secretary
Jefferson County

/tjj