

Jefferson County
Finance Committee Minutes
December 11, 2008

Committee members: Kuhlman, Rick
Mode, Jim
Molinaro, John
Rogers, Pamela (Chair)
Schmeling, Sharon L.

Pam Rogers called the meeting to order at 8:30a.m. All committee members were present. Also present were Dave Ehlinger, Gary Petre, and Phil Ristow.

Gary Petre certified that the meeting complied with the open meeting law.

A motion was made by Molinaro/Mode to approve the minutes of 11/4/08 as corrected. The motion passed 5-0.

A motion was made by Mode/Molinaro to approve the minutes of 11/10/08 as corrected. The motion passed 5-0.

A motion was made by Mode/Kuhlman to approve the minutes of 11/13/08 as corrected. The motion passed 5-0.

Paul Novitzke and Gary Petre recapped the new beverage contract along with how the departments currently handle revenue on vending machines. Discussion took place regarding the Deputy Association's vending machines and related utility costs. Paul Milbrath indicated that the Association would probably be amenable to sharing in the utility costs. By consensus, Paul Novitzke and Gary Petre would work with the departments and the beverage vendor on the implementation of new machines, pricing, and revenue distribution.

Phil Ristow recapped the statutory requirements for having referenda for exceeding the current levy limits. General discussion took place regarding this issue in the context of possible solutions for the structural deficit in the County's budget.

After discussing various options and procedures for referenda, the Committee directed Corporation Counsel to meet with Countryside union representatives to advise of the potential options affecting that unit. Two committee members will be available to discuss or answer questions. It is desired that this occur before the next County Board meeting.

Earlene Ronk spoke regarding Countryside Home's request to use unbudgeted revenues to purchase CareTracker Gateway software for documenting patient care activities. A motion was made by Kuhlman/Mode to allow the purchase of the CareTracker Gateway software. The motion passed 5-0.

By consensus, the Committee will meet on the following dates to work with Ehlers & Associates regarding a five-year financial management plan, with the meetings to begin at 8:30 a.m.:

Thursday, 1/22/09
Thursday, 3/19/09
Thursday, 5/21/09

Thursday, 2/19/09
Thursday, 4/23/09

By consensus, the Committee will meet on the following dates for the payment of bills, with the meetings to begin at 8:30 a.m.

Thursday, 1/15/09
Thursday, 3/12/09
Thursday, 5/14/09
Tuesday, 7/14/09
Thursday, 9/10/09
Thursday, 11/12/09

Thursday, 2/12/09
Tuesday, 4/14/09
Thursday, 6/11/09
Thursday, 8/13/09
Thursday, 10/15/09
Thursday, 12/10/09

By consensus, the Committee will meet on Friday, 2/27/09 at 10:30 a.m. for the purposes of year-end closing of the accounting books.

Dave Ehlinger recapped the preliminary non-lapsing requests for the departments. Elaine Richmond spoke regarding the request for Child Support's request. By consensus, the committee did not have a problem with any individual department request.

Dave Ehlinger indicated that the contingency fund balance remains at \$188,615.98.

No discussion took place regarding the County's Fund Balance Policy.

A motion was made by Molinaro/Mode to pay bills in the amount of \$536,220.79. The motion passed 5-0.

A motion was made by Kuhlman/Molinaro to adjourn at 11:22 a.m. The motion passed 5-0.

Respectfully submitted,

Rick Kuhlman
Finance Committee Secretary
Jefferson County