

MINUTES OF THE FINANCE AND COMPUTER COMMITTEE MEETING
October 29, 2018
County Board Room

Meeting called to order by Chairman Tim Cottingham.
Present: Jerry Niles, Roy Granger and Lori Chipman.

Also present: Executive Committee and Audit Committee members Alan Peterson, Jim Koca, Lynn Willard and Terri Treptow for the item that is joint with them.

The Committees met and discussed the County's financial policies and the need to make the departments aware of them again, as well as enforce them.

The Executive Committee and Audit Committee left the meeting.

Motion Granger, second Niles too approve the minutes of the October 8 and budget hearing meetings.
Motion carried.

Motion Granger, second Niles, to approve the monthly vouchers. Motion carried.

Al Manna, Building & Grounds Manager, and Lynn Willard, Building Committee Chairman, were present to discuss the funding to have a cleaning service clean the Services Building for the balance of 2018.. The cost is \$3,366 and they believe they have the funding in their budget to cover it, so no additional funds are needed.

Scott Ethun, DHS Director, was present to request a temporary contracted service for the Children and Families unit due to staff vacancies. The area that they are in need of contracting is for foster care licensing and relicensing. They would like to enter into a short term contract with Children's Service Society to do these tasks. The amount budgeted for the staff person will be slightly more than the cost of the contract. Motion Granger, second Niles, to approve the contract for a maximum length of 3 months.
Motion carried.

The Sheriff's Department is requesting 4 new smartphones for the captain and 3 lieutenants. They were currently using their personal phones. Motion Niles, second Granger, to approve 4 additional smartphones for the Sheriff's Department. Motion carried.

Lori Chipman, Finance Director, discussed the special assessments that the County received for the new Services Building and for the tax deeded property used as a parking lot during construction. She recommends paying the entire balance due now, rather than paying it annually at 8% interest. The cost for the Services Building is \$101,998.93 and the cost for the lot is \$49,438.70. Motion Niles, second Granger to pay the entire cost from the land sales fund. Motion carried.

Chipman also presented the Committee with a letter from the Wisconsin Counties Utility Tax Association to join their organization for dues for 2019 of \$205.47. The purpose is to get more money returned to the counties for utility tax payments from the state. Motion Granger, second Niles, to join WCUTA for 2019 and pay from the Contingency Fund. Motion carried.

Denise Giebel, County Treasurer, presented the annual resolution to cancel old outstanding checks. Motion Niles, second Granger, to take the resolution to the November County Board meeting. Motion carried.

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Giebel also reviewed the cash on hand report.

The Committee briefly discussed the review of county leased copiers. They will be reviewing them over the next couple of months.

The Committee adjourned to Monday, December 10, 2018 immediately following the Executive Committee meeting.

Respectfully Submitted, Lori Chipman
cc: Committee, Co Bd Chair, IT, Finance, Treasurer, County Clerk