

FINANCE/PROPERTY/RESOLUTION COMMITTEE

June 15, 2010

The meeting was called to order at 1:00 p.m. June 15, 2010, by Vice-Chairperson, Dan Weiss. Committee members present were Joe Komisar, Pete Adler and Dan Weiss.

Also present were Heidi Stewart, Kim Seipel, Don Sinz, Larry Krcmar, Darlene Brunner, Steve Schofield, Marcia Bauer, Bob Cropp, Nancy Richardson, and John Egli

Pete Adler and Joe Komisar reviewed and approved the vouchers.

1. Public Comments on Agenda Items

No public comments on agenda items were presented.

2. Approval of Minutes

The May minutes were not approved as presented. The minutes stated that Mike Murray would like to see an in-house salary chart comparing county employee's wages to wages of non county wage earners. The minutes as written may not reflect Mr. Murray's intent, and as he was not in attendance, a review will be made and any corrections will be brought back to the next meeting for approval.

3 Heidi Stewart – PHER Purchases

Heidi outlined where the PHER Funding Grant (end date June 30, 2010) money was spent. Funding was provided to Durand School District, Pepin Area Schools, Pepin County Sheriff's Dept., County Board, ADRC, Government Center, and others. A total of \$21,404.84 was spent. Joe made a motion, seconded by Pete, to accept Heidi's report. The vote was unanimous. Heidi discussed using grant money for having wireless internet available in the Government Center and the need for mobile vaccination storage for transporting vaccinations to outreach facilities. The Committee stated they will support Heidi's plan, but would like more exact figures on cost. Heidi will get the figures together and report at the July meeting.

4. Steve Schofield – Resolution –Placing Advisory Referendum question on the November ballot.

Steve presented a Resolution to the Committee requesting that the following referendum question be placed on the November 2, 2010 ballot:

“Should the Wisconsin Constitution be amended to prohibit any further transfers or lapses from the segregated transportation fund?”

After discussion, Joe made a motion, which was seconded by Dan, to forward this resolution to the full County Board at their next meeting, with no recommendation from this Committee. The vote was unanimous.

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Heidi noted the Humane Society Agreement was an item on the agenda and noted that the Humane Society had submitted a bill to the Health Department for a quarantined cat. Marcia indicated the bill had been submitted to the County Clerk's Office, but was rejected because the Agreement with the Humane Society and the County only covers dogs. Heidi suggested the Agreement be updated in the future to include quarantined cats.

5. Darlene Brunner

Government Center – Lunch room cabinet/sink

Darlene updated the Committee on the progress of adding a sink and cabinets to the first floor employee lunch room. She stated there were no Health Department grants that would be able to provide funding for this and the money for the update would come from the Government Center repair line item. Motion by Joe, seconded by Pete to approve the updates to the room. The vote was unanimous.

Resolutions for the June 16th, 2010, County Board Meeting.

Resolutions were presented and signed and will be forwarded to the County Board.

2009 Annual Report-County Board/Personnel Office/Government Center

Darlene detailed the report. Motion by Joe, seconded by Pete, to accept the presented 2009 annual reports and to forward them onto the full County Board at their next meeting. The vote was unanimous.

6. Larry Krcmar

New County Fair Account and Incentive Funds

Bob Cropp from the UW Extension Office asked if a new 4-H Checkbook account could be set-up. He stated that since the 4-H Fair has been re-vamped, the Fair Board suggested that this would be a good idea. Larry stated that it was policy that all new checking accounts must be set up through the Finance Committee. Joe made a motion, seconded by Pete, that the Committee approve the establishment of a new Fair Checking account, that any unspent incentive funds (funds donated by businesses) be put into this account and that a budget modification be made taking \$3,637.00 from the General Fund and placed into this account. The vote was unanimous. \$3,637.00 was the amount of unspent money the County Board had originally delegated for Fair Barn and Ground improvements, that was saved by the Extension Committee doing the work themselves instead of hiring the work out.

2009 finance Office annual report

Larry presented his 2009 annual Finance Office report. Motion by Joe, seconded by Pete, to accept Larry's report and forward to the full County Board at their next meeting. The vote was unanimous.

Discussion 2011 Budget: Finance Committee's recommendation on tax levy increase.

Larry stated that the 2.5% tax levy for operating expenses should stay about the same for 2011. He also stated that we will have to start paying off our debt for the repairs and updates to the elevators and the second floor of the Government Center.

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7. Marcia Bauer**Platbooks.**

Marcia presented the Pepin County Platbook published by Thomas Gregory Publication. She reported that three of the eight businesses that advertised in this book had called her office with complaints about the book. The County Clerk informed these businesses that Pepin County had nothing to do with the Platbook that was published by Thomas Gregory Publication. The Committee went on record as not endorsing the Thomas Gregory Publication.

Marcia also informed the Committee that presently there are just under 100 plat books that Pepin County authorized to be printed, left for sale to the public. John Egli, whose department oversees the publication of plat books, stated that a lot of work goes into publishing a plat book and all the information is available on the internet. It was the Committee's recommendation that Pepin County not publish a plat book in the future, and instead direct people to the internet for their mapping information.

Humane Society Agreement

It was decided that a "quarantined cat policy" be included in the next Humane Society Agreement, which will be developed to coincide with the 2011 budget.

Command Central Election Budget-2011

Marcia presented Command Central's 2011 Election Budget. There will not be a significant change for 2011, as there will only be two elections in that year. Command Central has however added an additional charge for the "Chain of Command" process, which was instituted along with the ballot bag security laws. Command Central also stated that the batteries in all voting machines must be replaced every four years. These batteries will be changed this year. The expense of this change will go to the municipalities who own the machines.

Marcia stated that because of the new laws governing election ballot bag security, a new style secure ballot bag will need to be purchased for all upcoming elections that include federal government level offices. In the past, plastic disposable bags have been used. The new bags would be made of fabric and be reusable for years. Because this a state wide change, the counties have the opportunity to buy these bags in bulk and receive a significant decrease in price. This would be a one time purchase. The Committee recommended to make the purchase and a budget modification be made if there is insufficient money in Election Supplies line item

A discussion was held on whether to reduce the number of County Board members in Pepin County. It was decided to have a discussion regarding this topic at the next county board meeting. The Committee's recommendation was to not reduce the number.

8. Review of vouchers and journal entries for May, 2010

Pete made a motion, seconded by Joe, to approve the following: non-check transfer vouchers 58-10 through 74-10, dated 05/15/2010 through 06/16/2010 and regular vouchers already paid 850 through 998; vouchers being processed today 999 through 1062. Payroll check register numbers V9886-V10000, dated 05-21-2010 through 06-15-10 were not inspected, but were approved. Journals were not inspected at this time. Motion approved. The vote was unanimous.

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9. Committee members to review vouchers.

Pete Adler and Dan Weiss will review vouchers, payroll and journals at the July 13th meeting.

10. Public Concerns on Issues Other than Agenda Items

There were no public concerns presented

11. Adjourn

Pete made a motion to adjourn. Seconded by Joe. The vote was unanimous. The meeting was adjourned at 3:44 p.m.

Finance Committee Schedule

★ Tuesday, July 13th, ★ Thursday, August 12th, ★ Tuesday, September 14th, ★ Thursday, October 14th, ★ Thursday, November 11th, ★ Tuesday, December 14th

Respectfully submitted,

Marcia Bauer
Pepin County Clerk