

Finance Committee Meeting Minutes  
February 21, 2019

The meeting was held in the Rusk County Government Center, Finance Conference Room #2.

Present: Randy Tatur, Dave Willingham, Tony Hauser, and Karl Fisher.

Also present: Kitzie Nelson, Andy Albarado

Mike Hraban was excused.

Chair Tatur called the meeting to order at 8:30 a.m.

**Motion by Hauser second by Fisher to approve the minutes of 1/21/19. Motion Carries.**

**Motion by Hauser second by Willingham to amend the November 2018 minutes with updated tax deed parcels. Motion Carries.**

Chris Kammerud, Jeremy Jacobs, Jeff Wallace and George Murray were present to discuss jail meals for 2019. George would like to bring the meals back into on-site preparation. Emergency Services approved switching to the Summit Equipment/CBM 7-year contract including kitchen upgrades into the per-meal charge, if there was no increase in cost in the County-wide levy. Finance worked with HHS and it would be an additional levy cost of \$45,000. **Motion by Hauser second by Willingham to stay with the jail meals through HHS. Motion Carries.**

Jeremy Jacobs discussed the MOU between Rusk Restorative Youth Program with HHS to be funded with unused Youth Aids Funds. **Motion by Fisher second by Willingham to approve the MOU. Motion Carries.**

Andy gave an update on Personnel Committee items.

Andy Albarado spoke about the proposals for outsourcing of ambulance billing services. A meeting will be held next week with Expert-T Billing.

Andy discussed the Fairgrounds electrical upgrades and advised them of the total cost being \$215,000; which is \$115,000 over the budgeted amounts. The resolution will be going forward to the County Board for the approval.

Andy would like to start a 5 year Capital Improvement Plan for the County. **A motion by Hauser second by Willingham to have Andy and Kitzie work together to establish a capital improvement plan including funding and analysis. Motion Carries.**

The invoices were reviewed and approved. **Motion by Hauser second by Willingham to approve the invoices paid from 01/16/19-2/19/19. Motion Carries.**

The committee discussed the fund balance request for the Clerk's office. The committee decided we do not need to save the funds in a continuing appropriations fund. No action was taken. They also discussed a fund balance request for Land Conservation. It was decided to defer this and include as part of capital improvements. No action was taken.

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**Motion by Willingham second by Hauser to approve Kitzie Nelson to go to the CLA Annual Training Academy and the WGFOA Spring Training. Motion Carries.**

Kitzie Nelson presented the Finance Director report. Kitzie informed the committee that we are updating the Financial Procedures Manual to include revised internal controls and the new software program.

Andy gave an update to the committee on Economic Development.

The County Clerk's report was reviewed by the committee.

The Treasurer's report was reviewed by the committee.

The DA's report was reviewed by the committee.

The meeting was adjourned at 1:25 p.m. by consensus of the committee.

Kitzie Nelson, Recording Secretary

If you are deaf and/or hard of hearing, call us through Wisconsin Relay at 711.