

The meeting was held in the Rusk County Government Center third floor conference room.

Present: Pete Boss, Randy Tatur, Karl Fisher, Tony Hauser, and Mike Hraban. Also present: Ted East, Rosemary Schmit (until 11:15 a.m.), and Kitzie Nelson (from 11:15 a.m. to 1:05 p.m.).

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

Motion by Hraban, second by Hauser to approve the March 15, 2017 minutes. Motion carried.

Karen Welke, Ken Pedersen, and Roger Gierke were present to discuss the Animal Shelter building project. Welke presented preliminary figures for the cost of the new Animal Shelter building. Bid opening is May 1. Discussion followed on possible funding sources.

Andy Albarado presented the Economic Development report which included an update of buildings and projects, a discussion on the Methodist Church demolition, and the Property Assessed Clean Energy.

Ron Freeman and Pedersen were present to discuss the Junior Fair. Freeman presented the by-laws. It was the consensus of the Committee that the by-laws should be amended and then approved by the County Board.

Sheriff Jeff Wallace and Deb Flater were present to discuss Courthouse Security. Wallace presented potential costs of the metal detector and staffing the door. It was the consensus of the Committee to discuss this during the 2018 budget process.

The Committee reviewed the 2016 line item transfer requests from the Sheriff's department.

Invoices paid April 1, 2017, to April 18, 2017, were reviewed, discussed, and signed. Invoices to be paid after Finance approval were reviewed, discussed, and signed. **Motion by Tatur, second by Hauser to approve paying the bills. Motion carried.**

Fisher gave an update on Personnel issues.

Motion by Tatur, second by Fisher to approve Nancy Hahn attending the Wisconsin Victim Witness Professional Annual Spring Conference on May 16 to 19 in Wisconsin Dells. Motion carried.

Mike Naczas was present for the discussion on the Fairgrounds projects. The Committee informed Naczas that all blacktopping and fencing at the Fairgrounds has to be approved by him. Naczas is checking with the City about who has started surveying at the sight.

Motion by Tatur, second by Hraban to approve transferring \$22,569 from expense line 100-54-55462-810 Fairgrounds Roofs and \$22,000 from expense line 100-74-51635-249 Senior/Youth Repairs for a total of \$44,569 to expense line 100-16-51610-811 Courthouse Heating System as recommended by the Property Committee at its April 13, 2017, meeting. Motion carried. This would eliminate the roofing projects from these budgets in 2017 to assist in paying for the heating system in the Courthouse.

Motion by Tatur, seconded by Fisher to approve transferring \$15,500 from expense line 100-54-55462-811 Fairgrounds Fencing/Blacktop to 100-16-51610-811 Courthouse Heating

System. Motion carried. This would eliminate the blacktop and fencing projects in 2017 to assist in paying for the heating system in the Courthouse.

The Committee discussed having Charmaine Johnson assist with the Maintenance budget process and help with pink transfer sheets for service performed within the Courthouse to properly assign expenses to the correct budgets.

Motion by Hraban, seconded by Fisher to approve a change in the Financial Procedure Manual to allow the Administrative Coordinator to approve invoices. Motion carried.

The District Attorney budget will be reviewed at next month's meeting.

Job descriptions for the County Board members are being reviewed by the Personnel Committee.

Motion by Tatur second by Hauser to approve the 2016 line item transfers as presented. Motion carried.

Motion by Tatur, second by Hauser to use the remaining \$34,778 (\$150,000 – \$115,222) from the contingency fund and transfer \$187,285.79 from the General Fund to cover the remaining balance of the 2016 contingency fund requests. Motion carried. Total 2016 contingency fund usage: \$150,000 + \$187,285.79 = \$337,285.79.

The Committee reviewed the Treasurer's report which included an update of bank balances.

The Committee reviewed the Clerk's report which included an update of marriage licenses, elections, and dog licenses.

The Committee reviewed the Finance Director's report which included an update of county cars, sales tax, and back taxes.

The next Finance meeting is Wednesday, May 17, 2017, at 8:30 a.m.

The meeting was adjourned at 1:05 p.m.

Kitzie Nelson/Rosemary Schmit, Recording Secretaries

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