

Finance Committee Meeting Minutes

May 16, 2019

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

Present: Dave Willingham, Tony Hauser, and Mike Hraban. Randy Tatur and Karl Fisher were excused.

Also present: Kitzie Nelson, Andy Albarado

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

Motion by Hraban second by Hauser to approve the minutes of both meetings held on 4/18/19. Motion Carries.

Andy gave an update on Personnel Committee.

The budget process for 2020 was discussed. A meeting will be held in June to discuss further planning. Willingham would like the Finance Director to meet with individual departments within the process for budget preparation.

Sheriff Wallace was present to discuss his 2018 carryforward request. He stated to remove the request from the agenda without discussion.

Andy updated the committee on the ambulance operations. Tom Hall has prepared an analysis for wage increases for his current staffing. The County is awaiting a proposal for the operational agreement.

Annette Barna updated the committee on the DA Office reports. The Committee recommended the equipment request in relation to the E-Referral monitors and Veri-Desks this go on next month's Property Agenda.

The invoices were reviewed and approved. **Motion by Hraban second by Hauser to approve the invoices paid from 04/17/19 – 05/04/19. Motion Carries.**

The committee discussed the 2018 budget review. An additional \$156,943.96 in contingency funds will be needed to cover the Highway's \$160,301.56 loss. **Motion by Hraban second by Hauser to approve the Resolution for the deficit to be taken from the General Fund and forward to the County Board. Motion Carries.**

Kitzie informed the committee about the deficit in the County Car Fund for 2018. The Committee would like to analyze the coroner vehicle removal from the fleet. The Finance Director will look into the transfer.

The Committee discussed the EO Johnson lease contract. We will speak with EO Johnson on the maintenance costs without renewal to perform a further analysis.

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The Committee decided to wait on approval of the two Chapters in the Financial Procedures Manual until the other two members are in attendance.

Motion by Hraban second by Hauser to approve out of County travel for Verna Nielsen and Loren Beebe. Motion Carries.

Motion by Hauser second by Hraban to go into closed session at 11:25. Roll Call. Voting Yes: Willingham, Hauser, Hraban. Motion Carries.

Motion by Hauser second by Hraban to go back into open session at 12:00. Motion Carries. No action was taken in open session.

Kitzie Nelson presented the Finance Director report. The Highway Department has an overage in the 2019 winter maintenance budget YTD. A plan will be discussed at the County Board. The recycling proposal to balance the 2019 budget were discussed.

Andy gave an update to the committee on Economic Development.

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

The Committee reviewed the Treasurer's report.

The meeting was adjourned at 12:25 pm. by consensus of the committee.

Kitzie Nelson, Recording Secretary

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