

The meeting was held in the Rusk County Government Center third floor conference room #2.

Present: Dave Willingham, Randy Tatur, Tony Hauser, Mike Hraban, and Karl Fisher. Also present: Kitzie Nelson

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

**Motion by Hraban, second by Hauser to approve the July 19, 2018, minutes. Motion carried.**

Jeff Nelson was present to discuss the audit details from Carlson SV. **Motion by Hraban second by Fisher to approve the independent audit with Carlson SV payable out of the contingency fund. Motion carried.**

George Murray and Debra Flater were present for the discussion of the East Tower relocation. Quotes were reviewed from two vendors. **Motion by Willingham second by Hraban to accept the quote from AnCom for \$16,137.20, the additional land preparation costs, and Jump River Electric upgrade costs of \$6250 from the contingency fund. Motion Carries.**

Annette Barna was present to request additional funding for contracted help. **Motion by Hraban second by Hauser to fund \$19,200 for extra help from the Contingency Fund to carry the position through the end of the year. Motion Carried.**

Invoices paid July 18, 2018, to August 14, 2018, were reviewed, discussed, and signed. Invoices to be paid after Finance approval were reviewed, discussed, and signed. **Motion by Hraban, second by Hauser to approve the invoices. Motion carried.**

The committee discussed and did not take action on the ME Per Diem Increase. The ME had requested to address this increase with the 2019 budget process.

**Motion by Hraban Second by Hauser to amend the Financial Procedures Manual, Chapter 7 Item H for the reimbursement to the employees for personal use of vehicles to the following:**

- H. The county owned vehicles should be used instead of employees' own vehicles, when available. The county has vehicles, which may be reserved and signed out. Bearing in mind that county cars should be used as much as possible when available, mileage will be paid from the courthouse or the employee's residence, whichever is less, when personal vehicles are used. If a personal vehicle is used when there is a county car available, the employee will be reimbursed at .25 cents per mile,

**Motion Carries**

The Finance Committee discussed the limits and number of Wells Fargo Purchase cards issued to employees. The Finance Director will meet with the Department Managers to determine necessity and limits. We will also look at high utilization vendors for establishing charge accounts.

Ted East informed the committee that he has not addressed the investment procedure in July. No action will be taken by the committee at this time.

The Finance Committee will address State Trust Fund loans during the budget process for the approved projects. The Finance Director informed the Committee that invoices have been paid for the heating system, part of the animal shelter, and the first installment of the Spillman project out of our general fund.

The Committee discussed the RCTC budget and cash advances. **Motion by Hauser second by Tatur, to exceed the \$160,000 cap by up to an additional \$100,000 for advances, through September 30<sup>th</sup>. Motion Carried. Mike Hraban abstained from voting.**

**Nancy Hahn submitted a request for out of county travel for the Nitek trial in Menomonie. It was determined that no authorization was required. Motion by Willingham, second by Hraban to approve out of county travel**

The Committee reviewed the District Attorney report.

The Committee reviewed the update on Economic Development.

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

The Committee reviewed the Finance Directors report which included an update of sales tax, collections of back taxes, the insurance report, and the county car report.

Kitzie reported that the Contingency Fund will be used up with the 2018 year-end projected budgets returned to Finance. The general fund would need to be utilized for the purchases approved today.

The next Finance meetings will be 09/19-09/21/18, at 8:30 a.m. each day. The meeting was adjourned at 13:10 p.m.

Kitzie Nelson, Recording Secretary

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