

RUSK COUNTY FINANCE COMMITTEE MINUTES

August 18, 2022

Finance Committee Present: Tatur, Hauser, Meyer, P. Unterschuetz and Rathsack

Others Present: J. Wilk, C. Meyer, A. Heath, N. Stadnyk, J. Jacobs

CALL TO ORDER

Meeting called to order by Chair Tatur at 8:30 a.m.

PUBLIC COMMENT - None

APPROVAL OF MINUTES

Motion by Meyer, seconded by Hauser to approve the August 15, 2022 and August 16, 2022 minutes. Motion carried.

COMPREHENSIVE PLAN

Randy spoke with Jason Laumann of Northwest Regional Planning for plans to update the Rusk Counties Comprehensive Plan. He will get together with Jason to get information on the updates and report to the Finance meeting in September.

DISCUSSION AND POSSIBLE MOTION:

Rusk County Transit Commission Component Unit, County Consulting Fees, and RCTC Commission Member Per Diems

Jeremy Jacobs update the Committee on the RCTC Charter and Bylaws request for RCTC Commission member Per Diem. Jeremy, Pete Boss and Jaimie Wilk met with April Anderson, the partner on both Rusk County's and RCTC's audits and determined that RCTC is a component unit of Rusk County. Rusk County Finance will be billing RCTC for their services for all Rusk County Departments services and Rusk County will pay the RCTC members for meeting per diems in accordance with the RCTC Bylaws.

Civic Systems Online Hosting of MyViewPoint

Jaimie requested an update/addition on the Civic System discussion service agreement for \$75.00 for remote access for Auditor and County Board members. Discussion on security issues.

Motion by Meyer, seconded by P. Unterschuetz to approve the expenditure of \$75.00 per month for remote access from Civic System Online Host of MyViewPoint from the Finance Budget. Motion carried.

Payment of Remaining Deferred Employer Portion of Social Security for 2020 Wages

Discussed the payment remaining deferred employer portion of Social Security of 2020 wages in the amount of \$60,867.13 and \$61,061.59 due December 31st, 2022.

Motion by Meyer, seconded by Rathsack to pay \$121,928.72 by the due date, December 31, 2022. Motion carried.

Approve Invoices

Discussed the allowable invoices and rebates from Menards, mileage for vehicles.

Motion by Hauser, seconded by Meyer to approve the August Invoice approval report with the stipulation that the Elaine's Embroidery invoices be taken to the Emergency Services Committee to receive reimbursement for Medical Examiner clothing purchases. Motion carried.

Set Minimum Bid for Tax Deed Properties

Verna Nielsen, Treasurer reported on the Tax Deed Properties, act 216 update through the state for money received from the sale of tax deed properties.

Plat book ordering 800 which would stay within the budget with Mapping Solutions. The Finance Committee consensus is to proceed with new plat books.

Out of County Travel

WCA approval for Administrative Coordinator.

Motion by Meyer, seconded by P. Unterschuetz to approve Ashley Heath Administrative Coordinator attendance to the WCA in Wisconsin Dells. Motion carried.

Change Date for September Finance Meeting

REVIEW OF 2023 BUDGETS: September 6, 2022 in the LEC at 8:30 a.m..

REPORTS:

Treasurer's report (which includes report on Bank Balances and Tax Deed Process)

Verna gave her Monthly Treasurers report to the Committee. Discussed all accounts and the balances. Discussion on aligning Powerline bank balance with actual fund balance. Verna and Jaimie will work on making necessary transfers. Discussion held on consolidating Disaster Relief bank account with general checking due to inactivity in account and creating a fund balance. Jaimie will work with Tom Hall to determine if this is a feasible option.

Administrative Coordinator report

- Update from Personnel Committee, Including Wage Study – Finance will update.
 - Joint Management Items – Library update.
 - Building Ad-Hoc Committee Updates – Next meeting is on September 8th.
 - Hospital & Nursing Home Building Transition – Will address at County Board,
- Clerk's report(which includes updates on Dog/Marriage Licenses and Elections) A report was given by the Clerk.

Finance Director's report (which includes reports on Current Year Budget Review, Collection of Back Taxes, Sales Tax, Ambulance Billing, and Insurance) A report was given by the Finance Director.

ADJOURN

Chair adjourned at 12:15 p.m.