

RUSK COUNTY FINANCE COMMITTEE MINUTES

September 15, 2022

Finance Committee Present: Tatur, Hauser (12:30 p.m.), Meyer, P. Unterschuetz and Rathsack
Others Present: A. Heath, J. Wilk, C. Meyer, J. Jacobs, J. Wallace

CALL TO ORDER

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

PUBLIC COMMENT - None

Approval of Minutes

Motion by Hauser, second by Tatur to approve the Finance Committee Minutes of the August 18, 2022 and September 6, 2022 meeting. Motion Carried.

DISCUSSION AND POSSIBLE MOTION:

Creation of Opioid Funds Task Force

Jeremy Jacobs explained the need for a Task Force to access the best the way the money will be used for the needs of Rusk County. Discussed the estimated payment with distributor securitization. Jeremy would like to come back to the Committee to give a report on the team and future meetings.
Motion by P. Unterschuetz, seconded by Meyer to authorize Jeremy Jacobs, HHS Department Head to put together the Opioid Task Force. Motion carried.

RCTC Accounting

The RCTC Accountant is leaving and Rusk County Administration along with RCTC Board members would like to hire a part-time person and take the accounting part under the Rusk County Finance Department umbrella and bill RCTC for the position.
Motion by P. Unterschuetz, seconded by Hauser to approve the RCTC Accountant position Finance Accountant II forwarding to Personnel and County Board. Motion carried.

Approve CaseCracker Utilizing OCVS-DOJ Grant - \$32,000

The approval for the CaseCracker Grant in the amount of \$32,000.00
Motion by P. Unterschuetz, seconded by Meyer, to approve the expenditure of CaseCracker Utilizing OCVS-DOJ Grant in the amount of \$32,000. Motion carried.

Approve transfer of funds from Disaster Relief bank account into General and continue to track balance as Continuing Appropriations

Treasurer's office has a separate account as donated funds from Disaster Relief and the Finance Director is requesting to transfer the funds into the General checking.
Motion by Rathsack, seconded by Hauser to transfer the Disaster Relief bank account into General checking. Motion carried.

Continuing appropriations for Habitat Development

Jaimie spoke on the continuing appropriations for Habitat Development which has a balance of \$3,023.88 which typically transfers into the Parks Budget. Discussion held.
Motion by P. Unterschuetz, seconded by Meyer to utilize Habitat Development funding before levy and record hours spent working on habitat maintenance/development through payroll. Motion carried.

Discontinuation of State Aid Forestry Loan

Discussed the State Aid Forestry Loan and the loan used only for Timber Sale Expenses that has approximately a \$70,000.00 balance. The Finance Director is requesting to discontinue the request for the loan.
Motion by Rathsack, seconded by Hauser to recommend addressing the Forestry Loan Application during County Board. Motion carried.

Phone stipend for Finance Director

Finance Director is requesting a phone stipend given by the County for the use of her phone.

Motion by Meyer, seconded by P. Unterschuetz to approve the phone stipend for the Finance Director. Motion carried.

Clerk Request to Purchase Results, Tally, Reporting (Workstation Kit, Computer, Software/License)

Clerk Meyer is requesting to purchase a program to store Election results on a workstation that includes the computer and software/license.

Motion by Rathbuck, seconded by Hauser to approve the purchase of Results, Tally reporting from ARPA Funds up to \$15,000.00. Motion carried. Meyer abstained.

Set Minimum Bid for Tax Deed Properties

Treasurer Neilson reported on the Rusk County property sale by municipality, parcel computer # and property description as follows:

Town of Dewey – 010-00123-0000 (\$750.00), Town of Grant – 014-00566-0000 (\$500.00), Town of Grant – 014-00678-0000 (\$12,500.00), Town of Hawkins – 018-00342-0001 (\$10,000.00), Town of Hawkins – 018-00356-0000 (\$10,000.00), Town of Richland – 028-00165-0000 (\$1,000.00), Town of Willard – 046-00199-0005 (\$500.00), City of Ladysmith – 246-02310-0000 (\$75,000.00).

All bids will be reviewed at the next Finance meeting for approval.

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

The County Treasurer presented the State Investment pool and General Accounts.

Approve Invoices - Discussed Invoices.

Motion by Hauser, seconded by Meyer to approve the invoices as presented.

Out of County Travel - None

REPORTS

Administrative Coordinator report

- Update from Personnel Committee, Including Wage Study

Discussed the update from Carlson-Detmen.

Clerk's report

- (which includes updates on Dog/Marriage Licenses and Elections) Clerk Meyer gave her report.

Finance Director's report

- (which includes reports on Current Year Budget Review, Collection of Back Taxes, Sales Tax, Ambulance Billing, Finance staffing updates and Insurance)

REVIEW of 2023 BUDGETS REPORTS:

HHS - Jacobs spoke about Jail meals, 220 per day and the cost for the County at \$8.66 per meal and Family Restaurant is \$7.00 per meal. Discussed the wages and how to get people interested.

The next meeting will be held Monday September 26, 2022 at 11:00 a.m.

ADJOURN

Adjourned by Chair Tatur at 12:32 p.m.