

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

Present: Pete Boss (at 8:56 a.m.), Randy Tatur, Karl Fisher, Tony Hauser (at 8:59 a.m.), and Mike Hraban. Also present: Ted East, Sheriff Jeff Wallace, Kitzie Nelson, and Rosemary Schmit.

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

**Motion by Fisher, second by Hraban to approve the November 15, 2017 minutes. Motion carried.**

Invoices paid December 1, 2017, to December 20, 2017, were reviewed, discussed, and signed. Invoices to be paid after Finance approval were reviewed, discussed, and signed. **Motion by Hraban, second by Fisher to approve paying the bills. Motion carried.**

Rich Summerfield was present to discuss the tax deed property located at the former Airport. **Motion by Fisher, second by Hraban to advertise for sale that portion of the runway located in Lot 10 of the Northland Estates for a minimum bid of \$100. Motion carried.**

**Motion by Fisher, second by Hraban to discontinue the following non-lapsing continuing appropriations at the end of 2017: Teen Court, Plat Books, Sales Tax, Vending Machines, Trails End Donations, Extension Lamination, Extension Meeting, Boat Landings, and Zoning Meter Fund. Motion carried.**

The Committee discussed the budgeted amount for the Chief Deputy wages for 2018 in the Clerk's budget. Wages were only budgeted at 30 hours per week, and that position is scheduled to work 33.75 hours per week. The Committee will address this issue at the end of 2018 to see if the budget has extra revenue to cover the wages.

The Committee discussed the meal reimbursement policy. **Motion by Hraban, second by Hauser to amend Chapter 7 of the Financial Procedures Manual to remove the line "For out of county travel with a duration of ten or more hours, employees may be reimbursed a daily stipend of up to \$23.00" and add "If meals are provided as part of the conference registration fee those meals will not be reimbursed." Motion carried.**

No action was taken on the request for Land Conservation grant funded reimbursements being added to the preapproved invoice list.

East was directed to take care of the recovery of the payroll overpayment.

Nelson informed the Committee that the indirect cost reimbursements received in 2018 for HHS will be less than the budgeted.

Annette Barna was present to request permission to extend the contracted extra help in the District Attorney's office into 2018. No action taken was taken as this request was previously reviewed with the cost proposals for 2018. The Committee discussed the bill for the expert witness contracted by the Special Prosecutor. **Motion by Hauser, second by Hraban to allow Ted East to negotiate the bill for the expert witness contracted by the Special Prosecutor. Motion carried.**

The Committee discussed municipal warrants and holds.

The Committee was informed that Maintenance internal billings are not to be recorded as revenue but are to be recorded as an offsetting expense due to accounting guidelines.

The County Clerks office needs to be open on January 2 due to statutory guidelines.

The Clerk of Circuit Court is no longer providing passport services as of January 1, 2018. The County Clerk would be willing to provide this service. The Committee has no objection if the County Clerk wants to provide the service to the public.

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

Fisher updated the Committee on Personnel issues.

The Committee will review the contingency request for the Nitek competency evaluation at a later date after the bill is received.

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

Andy Albarado presented the Economic Development report which included an update of buildings and projects. **Motion by Hraban, second by Tatur to add Airport fuel on the preapproved invoice list. Motion carried.**

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.

Chair called for closed session for Expert T Billing proposal for Ambulance Billing for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility, WI Stats 19.85(1)(c). **Motion by Fisher, second by Hauser to go into closed session. Roll call vote: Boss, yes; Tatur, yes; Fisher, yes; Hauser, yes; Hraban, yes. Motion carried by roll call vote.** The Committee went into closed session at 12:30 p.m.

**Motion by Fisher, second by Hraban to return to open session. Motion carried.** The Committee went into open session at 12:47 p.m.

**Motion by Hraban, second Hauser by to contract with Expert T Billing for Ambulance billing effective January 1, 2018. Motion carried.**

Chair called for closed session for transition of Finance Director position for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility, WI Stats 19.85(1)(c). **Motion by Fisher, second by Hraban to go into closed session. Roll call vote: Boss, yes; Tatur, yes; Fisher, yes; Hauser, yes; Hraban, yes. Motion carried by roll call vote.** The Committee went into closed session at 12:48 p.m.

**Motion by Fisher, second by Hraban to return to open session. Motion carried.** The Committee went into open session at 1:49 p.m.

**Motion by Fisher, second by Hauser that the Chair approach the Personnel Committee in January to discuss the Director and Assistant Finance Director positions. Motion carried.**

The next Finance meeting is Wednesday, January 17, 2018, at 8:30 a.m. The meeting was adjourned at 1:50 p.m.

Rosemary Schmit, Recording Secretary

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