

Finance Committee Meeting Minutes  
February 20, 2020

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

Present: Tony Hauser, Randy Tatur, and David Willingham. Mike Hraban was excused.  
Also present: Kitzie Winters and Andy Albarado

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

**Motion by Hauser second by Willingham to approve the minutes of January 16, 2020. Motion Carries.**

No public was present for public comment.

Jeremy Koslowski was present for the discussion on the Point and Pay fee for credit card use on campground reservations. A \$10 fee is charged to the consumer by the County as a reservation fee, and the Forestry Committee would like to absorb the Point and Pay credit card processing fee in the \$10 so it is not passed on to the consumer. **Motion by Willingham second by Hauser to allow Parks Department to incorporate the credit card processing fee into the reservation fee and not pass the separate Point and Pay charge to the consumer. Motion Carries.**

The Forestry Committee is not bringing a new resolution at this time for additional funding. They would like to request \$45,000 from the Parks and Trails Development fund for parks maintenance. **Motion by Hauser second by Willingham to approve spending \$45,000 of Park and Trail Development funds on parks maintenance. Motion Carries.**

Jim Bugbee was present to discuss the back-up system for the servers. The request was made to re-purpose some of the \$140,836 of the capital projects money for thin clients for disaster recovery with the balance left over to proceed with the computer replacement fund project. Quotes will be brought to the Property Committee for approval, and if amount goes over \$90,000 it will need to come back to Finance. **Motion by Hauser second by Willingham to approve using the budgeted computer replacement funds for the disaster recovery. Motion Carries.**

Jim Bugbee also requested to have a revolving fund balance for computer replacement. At the current time he is anticipating no proceeds leftover within his 2019 IT budget. All funds for the computer project budgeted in 2019 is already in a capital projects budget which holds a fund balance. It was the consensus of the committee to address this in the 2021 budget process this summer.

Andy reported that the CDBG contract has not been completed at this time. It will be put on next month's agenda after everyone involved has a chance to review.

The Crime Renewal Policy was discussed. **Motion by Hauser second by Willingham to approve the additional coverages offered to the County, up to the \$2967.00 renewal quote. Motion Carries.**

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RCTC advances were discussed. It was the consensus of the committee that they will leave the advance limit as established at \$160,000 and requests to go over this amount need to be submitted to the Finance Committee.

Jaime Wilk requested out of state travel for the CLA Government Training Academy in Brooklyn Center MN from 03/05-03/06/2020 in the amount of \$311.00. Loren Beebe requested the WCCO conference in Madison from 03/01-03/04/2020 in the amount of \$825.65. Loren Beebe also requested the WCA Cyber Security conference in Stevens Point for \$74.00.

**Motion by Willingham second by Hauser to approve the out of county travel requested. Motion carries.**

**Motion by Hauser second by Willingham to approve the invoices paid from 2020-01-13 to 2020-02-18. Motion Carries.**

Andy updated the Committee on the Personnel matters and Economic Development. The Personnel Committee has decided to issue any HSA payments to the employees in 2021 on a quarterly basis and not front-loading the payment at the beginning of the year due to replacement of positions.

Kitzie Winters presented the Finance Director report. This included a project detail on the 2015 bond issue for the Highway Department.

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

The DA's report was not provided to the committee.

The Treasurer's report was reviewed by the committee.

The next Finance meeting will be held on Wednesday March 18, 2020.

The meeting was adjourned at 1:10 pm. by consensus of the committee.

Kitzie Winters, Recording Secretary

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