

Finance Committee Meeting Minutes

March 18, 2021

The meeting was held in the Rusk County Government Center, County Board Room.

Present: Randy Tatur, Michael Hraban, Tony Hauser, Thomas Hanson and David Willingham.  
Also present: Kitzie Winters and Andy Albarado

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

**Motion by Hraban second by Hanson to approve the minutes of the February 18<sup>th</sup>, 2021 Finance Meeting. Motion Carries.**

No public was present for public comment.

The 911 relay server was approved by and forwarded to Finance from the Property Committee, to be paid out of the equipment fund for \$19,610.80. The Property Committee approved it so no action was needed by Finance to approve the unbudgeted purchase.

Me mileage was discussed and is deferred to the Personnel Committee Meeting.

Winters updated the Finance Committee on the deferral of the Employer Portion of Social Security allowed by the IRS for 2020 wages, totaling \$263,757.16. Half of the amount is due by 12/31/2021 and the other half in 2022.

The NSF check issued to the Register of Deeds office for \$141.00 was discussed. The Committee instructed Winters to speak with the DA to pursue.

The County received two responses to the RFP for banking services; one from Security Financial Bank & one from Citizen's Community Federal. For purchase card; Wells Fargo and U.S. Bank responded as well. The proposals were reviewed and the Committee instructed Albarado, Verna Nielsen & Winters to review and negotiate to bring back the final proposal.

Borrowing GO Debt for the 2021 squad car and camera purchases was discussed. The State Trust Fund loan carries a 2.5% interest rate on a 5-year term and Citizen's Community Federal is at 2.25% interest rate on the same terms. A borrowing resolution will come forth at a future County Board meeting. No action taken.

**9:00 a.m.** Hanson called the joint Personnel-Finance meeting to order.

Personnel Committee Members present:

Tom Hanson, Dave Willingham, Bob Stout, Mike Hraban and Lisa Dobrowolski.

**HIGHWAY**

Consider adjusting work week and overtime structure: Discussion on work week and overtime structure for non-clerical Highway employees.

Finance Committee Meeting Minutes

March 18, 2021

Motion by Willingham/Stout to approve and forward to County Board the overtime policy for non-clerical Highway workers overtime outside of the regular schedule starting April 1, 2021. Motion carried.

**LAND INFORMATION/GIS ADMINISTRATIVE ASSISTANT RESOLUTION UPDATE**

Consider updated/replacement Resolution authorizing the creation of a Land Information/GIS Administrative Assistant: Discussion on updated/replacement Resolution authorizing the creation of a Land Information/GIS Administrative Assistant from a part time position to full time position.

Motion by Hraban/Stout to approve the Resolution authorizing the creation of a Land Information/GIS Administrative Assistant update and forward to County Board. Motion carried.

**CLOSED SESSION** announced by the chair

Consider hire and compensation of Public Health Officer

For considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, WI Stats 19.85 (1)(c).

Motion by Stout/Hraban to enter closed session.

Roll call – Voting yes: Hanson Willingham, Hraban, Dobrowolski, Stout.

Closed session at 9:57 a.m.

Open session at 10:49 p.m.

**OPEN SESSION**

Possible Motion on Topic of Closed Session

**DISCUSSION ON PUBLIC HEALTH**

Consider Public Health Office Compensation:

Motion by Dobrowolski/Hraban to approve/recommend Anita Zimmer appointment to Public Health Officer and forward to County Board. Motion carried.

**ADJOURNMENT:** Motion by Hraban/Stout to adjourn at 10:54 a.m. Motion carried

The Committee reviewed the Joint Management agreement for the Library repairs and Methodist Church demolition. **Motion by Hraban second by Hauser to forward to the County Board. Motion Carries.**

Employee memorials and Recognition was discussed. A formal policy will come back next month.

No Out of County Travel was provided to the Committee.

**Motion by Hauser second by Hauser to approve the invoices paid from 2021-02-17 to 2021-03-12. Motion Carries.**

Albarado had no update for the Committee on the Personnel meeting.

Willingham was excused at 12:15.

The County Clerk report was not provided to the Committee.

The Treasurer's Report was reviewed by the Committee.

Finance Committee Meeting Minutes

March 18, 2021

No Lighthouse Hot-line notifications were received to review year to date.

Albarado updated the committee on Economic Development.

Kitzie Winters presented the Finance Director Report. North Cedar Academy had called her requesting for interest on property taxes to be waived due to a large increase in the assessed value. The committee instructed that we cannot waive interest; and any adjustments had to be handled through open book. Winters will follow up with Don Smith.

The next Finance meeting will be held on Thursday April 15<sup>th</sup>, 2021 at 8:30 a.m. in the County Board Room.

The meeting was adjourned at 1:07 p.m. by consensus of the committee.

Kitzie Winters, Recording Secretary

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