

Finance Committee Meeting Minutes

July 15, 2021

The meeting was held in the Rusk County Government Center, 3rd Floor Conference Room.

Present: Randy Tatur, Michael Hraban, Tony Hauser and David Willingham.

Also present: Kitzie Winters and Andy Albarado

Thomas Hanson was excused.

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

No public was present for public comment.

Motion by Hraban second by Tatur to approve the minutes of the June 17th, 2021 Finance Committee Meeting Minutes. Motion Carries.

Rusk County Transit Commission accounting was discussed. Further discussion will be held with Albarado, Rich Summerfield, Winters, Tatur, and RCTC employees.

The Circuit Court has requested to replace their current Polycom system due to performance issues. The Property Committee has tentatively approved this project contingent on this Committee approving the payment through the ARPA funding. **Motion to approve the courtroom audio upgrade out of the ARPA funding by Willingham second by Hraban. Motion Carries.**

The County purchase cards were discussed currently under Wells Fargo. U.S. Bank has given a higher proposal to return a percentage of sales to the County. **Motion by Hraban second by Hauser to approve transitioning the County purchase cards to U.S. Bank in 2021. Motion Carries.**

The discussion on the wage analysis came from the Personnel Committee. An RFP was proposed for a step-plan and a staffing analysis. **Motion by Hraban second by Hauser to approve the RFP and to look into ARPA funding for the cost. Motion Carries.**

Albarado, Winters, Rich Summerfield and Jeremy Jacobs had a meeting with DCF yesterday on repaying DCF the funds taken by Sandra Stiner. DCF will send a demand letter for the \$500,000 that will be payable under the Crime Insurance coverage of the County. A repayment plan is being discussed for the remaining balance due.

Winters requested a wage increase for Finance staff. **Motion by Hraban second by Hauser to forward the Finance Department wage analysis to the Personnel Committee. Motion Carries.**

Motion by Hauser second by Hraban to approve the invoices paid from 2021-06-15 to 2021-07-12. Motion Carries.

Connie Meyer was present on the Clerk's report. She also mentioned the election machines and the request to purchase for all municipalities with the ARPA funding. It will go to the next Property meeting. No action was taken.

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Albarado updated the Committee on the Personnel meeting.

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

The funds from the American Rescue Plan Act were discussed. No action will be taken at this time until the final guidance is issued.

Verna Nielsen was present about a question on a tax deed property that the Village of Bruce would like to purchase for less than the back taxes owed the County. The Finance Committee stated that Village of Bruce would need to pay the back-tax amount or it will be placed on the auction with all other properties. The Committee discussed her report.

Kitzie Winters presented the Finance Director Report.

The next monthly Finance meeting will be held on Thursday August 19th, 2021 at 8:30 a.m. in the County Board Room.

The meeting was adjourned at 12:39 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.