

Finance Committee Meeting Minutes

January 20, 2022

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

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

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

No public was present for public comment.

Motion by Hraban second by Hanson to approve the Finance Committee Minutes of the December 16th, 2021 meeting. Motion Carries.

4H

A regional 4H and Youth Development support staff was discussed. The estimate is four counties sharing a remote work position and our contribution would be \$17,181. It will be sent back to the UWEX Agent and respective committee, and discussed next month.

RFP for Insurance Services

Andy updated the Committee on the RFP's for insurance brokers.

DCF Repayment Letter

DCF has provided an agreement for restitution payments in the amount of \$198,076.40 over three-year regarding Sandra Stiner. Motion by Hraban second by Hanson to allow Willingham to sign the agreement with DCF. Motion Carries.

Cash Receipting, Point & Pay

Cash receipting within departments and our credit card vendor was discussed. No action was taken.

Federal Purchases Guidelines

Motion by Hraban second by Hanson to amend Chapter 9 of the Financial Procedures Manual to add the federal procurement policy. Motion Carries.

Invoices

Motion by Hanson second by Hraban to approve the invoices paid from 2021-12-15 to 2022-01-17. Motion Carries.

Out of County Travel

Motion by Hraban second by Hanson to approve the out of county travel for Connie Meyer to the WCCO conference in Madison as presented for \$520. Motion Carries.

Finance Committee Meeting Minutes

January 20, 2022

Motion by Willingham second by Hanson to approve Albarado to attend the County Personnel Meeting in Madison from 01/27-01/28 and the WCA Legislative Exchange in Madison from 02/08-02/09/2022. Motion Carries.

Albarado updated the Committee on the Personnel Committee, Joint Management and Economic Development items.

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

ARPA funds were discussed. No action was taken.

Connie Meyer was present to discuss the County Clerk’s report.

The Committee reviewed the Treasurer’s report.

Carry-Forward

Albarado requested carry forward funds for blacktop and capital projects that were unable to be finished due to the blacktop plant at the Highway Department being out of service. Motion by Hanson second by Hraban to approve \$35,500 carry-forward of 2021 funds to be transferred from the respective budgets to capital projects fund. Motion Carries.

Projects/Budgets as followed:

Fairgrounds Back Gate (100-54)	\$3,000
Fairgrounds Front Entry Area (100-54)	\$4,500
Trails End Gutters (100-55)	\$3,500
Trails End Landscaping (100-55)	\$3,000
Airport Blacktop Entry Road Corner (100-35)	\$4,500
Airport Blacktop North Apron/Hangars (100-35)	\$4,500
<u>Government Center Concrete/Blacktop (100-16)</u>	<u>\$9,500</u>
Total:	\$35,500

Kitzie Winters presented the Finance Director Report.

The next monthly Finance meeting will be held on Thursday February 17th at 8:30 a.m. in the County Board Room.

The meeting was adjourned at 11:49 a.m. by consensus of the committee.

Kitzie Winters, Recording Secretary