

RUSK COUNTY FINANCE COMMITTEE MINUTES

May 18, 2023

Finance Committee Present: Tatur, Hauser, P. Unterschuetz, Meyer and Rathsack.

Staff Present: A. Heath, C. Meyer, G. Shilts, A. Barna and J. Wilk.

Others Present: E. Webster and G. Murry

CALL TO ORDER

Meeting called to order by Chair Tatur at 3:01 p.m.

PUBLIC COMMENT – None

APPROVAL OF MINUTES

Motion by Hauser, seconded by Meyer to approve the April 18, 2023 minutes. Motion carried.

DISCUSSION AND POSSIBLE MOTION

TEK84 Annual Maintenance Agreement

George Murry is requesting TEK84 Annual Maintenance Agreement for \$8,995.00 to update.

Motion by Hauser, seconded by Meyer to approve the TEK84 Annual Maintenance Agreement/Contract for \$8,995.00. Motion carried.

Trails End Contingency Request for Storm Damage Clean-up

Charmaine gave a report on the Trails End Camp Cleanup from the Winter Storms and is requesting Contingency Funds approval for the budget overage awarded to Those Guy Tree Service.

Motion by Rathsack, seconded by Hauser to approve the \$7,850.00 for Those Guy Tree Service for tree removal and take the budget overage of \$6,500.00 from Contingency. Motion carried.

Out of State Travel – Mary Berg – Fidlar Conference in Milan, IL

Mary Berg, Register of Deeds is requesting Out of State Travel to a Fidlar Conference in Milan, IL.

Motion by P. Unterschuetz, seconded by Meyer to approve the out of State Travel for the Register of Deeds to Fidlar Conference in Milan, IL. Motion carried.

2022 Contingency Transfers – Expenditures within 10% of Budget

Jaimie Wilk, Finance Director gave an explanation of the 2022 Contingency Transfer.

Budget Account	Budget Description	Amount Needed	Reason for Budget Variance	Transfer Funds From
100-08-41110-000	Corporation Counsel	383.86	Services billed in excess of budget	100-91-41110-000
100-43-41110-000	Drug Court	385.75	MRT Wages/Benefits in excess of budget	100-91-41110-000
100-09-41110-000	Health & Human Services	111,627.17	Expenditures in Excess of budget	100-91-41110-000

Motion by Hauser, seconded by P. Unterschuetz to approve \$112,396.78 2022 Contingency Transfer Expenditures within 10% of Budget and forward to County Board. Motion carried.

Resolution – 2022 Contingency & Powerline Transfer

Budget Account	Budget Description	Amount Needed	Reason for Budget Variance	Transfer Funds From
100-01-41110-000	Circuit Court	33,746.37	Additional full-time employee	100-91-41110-000
100-05-41110-000	Guardian Ad Litem	12,653.42	Legal fees are higher than budgeted	100-91-41110-000
100-11-41110-000	County Board	9,033.84	Additional committee expenses & new laptops purchased	100-91-41110-000
100-14-41110-000	County Clerk	33,082.97	Unbudgeted software subscription (Open Meetings) and election expenses in excess of budget	100-91-41110-000
100-19-41110-000	Insurance	20,242.81	Insurance claim deductible & increase in insurance premiums	100-91-41110-000
100-20-41110-000	Finance	39,861.25	Restitution payment	100-91-41110-000
100-21-41110-000	Sheriff	182,572.06	Fleet expenses, capital purchases (20 portable radios), overtime, and retiree health insurance in excess of budget	100-91-41110-000
100-38-41110-000	Human Resources	57,554.44	New HR position & legal fees in excess of budget	100-91-41110-000
100-54-41110-000	Fairgrounds	59,767.89	Maintenance expenses in excess of budget	100-91-41110-000
100-55-41110-000	Trails End	7,141.14	Maintenance expenses in excess of budget	100-91-41110-000
100-73-41110-000	Other County Property	2,270.16	Miner Ave building expenses in excess of budget	100-91-41110-000

Motion by Hauser, seconded by Meyer to approve \$457,926.35 from Contingency Funds and \$2,418.32 from the Powerline Funds and forward to County Board. Motion carried.

Minutes prepared by County Clerk C. Meyer

Resolution – 2022 Budget Amendments

Department	Budget	Original Budgeted	Amended Expenditures
		Expenditures	
Circuit Court	100-01	325,979.00	440,123.24
Guardian Ad Litem	100-05	124,250.00	140,926.55
County Board	100-11	80,294.00	89,337.84
County Clerk	100-14	270,883.00	303,209.57
Insurance	100-19	125,625.00	225,930.26
Finance	100-20	340,947.00	399,308.68
Sheriff	100-21	2,085,540.00	2,352,178.26
Ambulance Grant	100-24	6,672.00	15,474.57
RCTC Vehicle Trust	100-37	95,867.00	128,317.60
Human Resources	100-38	160,578.00	218,132.44
Veterans Services	100-47	1,000.00	1,676.60
Fairgrounds	100-54	32,000.00	38,307.49
Trails End	100-55	16,800.00	26,368.64
Foodwise	100-58	590.00	1,184.53
Park & Trail Development	100-59	-	36.02
Forestry	100-61	442,960.00	482,251.09
Zoning	100-64	171,723.00	211,225.85
Tourism	100-68	68,575.00	82,798.14
LCDD Trees	100-69	7,443.00	10,968.72
Other County Properties	100-73	19,250.00	21,520.16
Forestry Road Aids	100-82	8,115.00	27,927.77
LCDD Dams	100-84	3,400.00	13,776.01
Boat Landings	100-89	2,000.00	4,737.49
Animal Shelter-Spay/Neuter Fund	100-98	3,000.00	8,189.16
Forestry ATV Grants	204-62	25,400.00	100,590.84
Forestry Snowmobile Grants	205-54	99,715.00	213,557.95
Wildlife Damage	209-61	51,000.00	76,122.05
Joint Management Fritz Ave	214-16	45,300.00	76,065.66
Joint Management Gates Ave.	214-76	41,000.00	69,122.65
NACD Grant	220-66	15,835.00	20,378.98
Housing Loans - HOME	231-64	-	30.00
Housing Loans - CDBG	231-69	57,000.00	118,024.72
Capital Projects	400-17	248,020.67	281,092.08
Highway Enterprise Fund	601-31	5,533,528.20	6,244,337.41
Central Services-Communications	610-19	30,000.00	41,604.31
County Car Fleet	620-15	300,000.00	347,839.29
Deductible Fund	630-38	1,000.00	15,169.61

Motion by Hauser, seconded by P. Unterschuetz to approve the Resolution to Amend the 2022 Budget and forward to the County Board. Motion carried.

Additional ARPA Requests to Forward to County Board (Resolution) - None

Approve Invoices

Motion by P. Unterschuetz, seconded by Rath sack to approve the Invoices as presented. Motion carried.

Out of County Travel

Jaimie Wilk, Finance Director is requesting for Emily Vandoorn to attend a DOT training in Eau Claire at no cost to the County.

Motion by Meyer, seconded by P. Unterschuetz to approve the out of County Travel for Emily to Eau Claire for DOT Training. Motion carried.

REPORTS

Treasurer's report

Verna Neilson, Treasurer gave a report on delinquent property taxes and taking property for tax deed.

Administrative Coordinator report

Joint Management Items – Gave an update on appraisals of the Joint Management Buildings.

Building Ad-Hoc Committee Updates – spoke on the pulmonary meeting.

Hospital & Nursing Home Building Transition – Facility Manager is getting asbestos results.

Clerk's report

Connie Meyer, Clerk gave a report on Dog/Marriage Licenses and Elections and the Department overview.

Finance Director's report

Jamie Wilk, Finance Director gave report on the financials for the County and the Department overview.

Motion by P. Unterschuetz, seconded by Meyer to have Corporation Council draft a letter giving 45 days to return Rusk County Ambulance Billing, Rusk County will seek legal action. Motion carried.

Review/Amend Future Committee Meeting Dates

The next meeting will be June 15, 2023 in the LEC at 3:00 p.m.

ADJOURN

Chair adjourned at 4:53 p.m.