

ADMINISTRATIVE & FINANCE MEETING MINUTES

September 19, 2014 9:30 a.m. Room A231

The meeting was called to order by Vice-Chairman Grabarski at 9:31 a.m. The meeting was properly noticed. Present: Babcock, Grabarski, Hamburg and Kotlowski. Excused: West. Also present: Diemert and Phillippi.

Motioned by Kotlowski/Hamburg to approve the agenda. Motion carried by unanimous voice vote.

Item #5: Discuss 2015 Budget: Discuss and/or act on refunding bonds and bonding; Discuss and/or act on Conservation Program Coordinator position – LCD pay.

- Motioned by Kotlowski/Hamburg to pursue refunding previous debt. Motion carried by unanimous voice vote.
- Motioned by Babcock/Kotlowski to reject the Health & Human Services proposals. Motion carried by unanimous voice vote.
- Motioned by Hamburg/Babcock to consider the purchase of an auto tie-baler/extension of conveyor lines, estimated to cost \$250,000. Motion carried by unanimous voice vote.

Committee deviated to the Solid Waste budget, no one opposing deviation.

- 600.26.53611.455 should be \$1,500, not \$13,200
- 600.26.53612.326 should be \$55,000, not \$60,000
- 600.26.53613.326 should be \$155,000, not \$168,000

Recess: Motioned by Hamburg/Kotlowski to recess at 10:29 a.m. Motion carried by unanimous voice vote.

Reconvene: Committee was called back to order at 10:35 a.m. by Vice-Chairman Grabarski.

- Motioned by Kotlowski/Hamburg to reject the Emergency Management request to purchase a new generator. Motion carried by unanimous voice vote.
- Motioned by Kotlowski/Hamburg to reject the Sheriff's Department proposal for bonding. Motion carried by unanimous voice vote.
- Motioned by Kotlowski/Hamburg to approve the heating/insulation correction at Health & Human Services for the estimated cost of \$30,000. Motion carried by unanimous voice vote.
- Motioned by Hamburg/Babcock to approve the painting & repair of the historical roof at the fairgrounds for an approximate cost of \$20,000. Motion carried by unanimous voice vote.
- Motioned by Kotlowski/Hamburg to approve the repairs of the fairgrounds runway and grandstand for an approximate cost of \$80,000. Motion carried by unanimous voice vote.
- Motioned by Hamburg/Kotlowski to approve the consideration of bonding to complete CTH P entirely at a cost of \$8,350,000. Motion carried by unanimous voice vote.
- Motioned by Kotlowski/Babcock to deny/reject bonding for dams. Motion carried by unanimous voice vote.
- Motioned by Hamburg/Kotlowski to allow Grabarski to follow up regarding fairgrounds project, after discussion with Jim to determine to keep \$80,000 in as part of bond or not. Motion carried by unanimous voice vote.

- Motioned by Hamburg/Kotlowski to deny retro on the reclassification of the Conservation Program Coordinator position and to abide by the WIPFLI study pay scale, approved and implemented, as of January 1, 2015. Motion carried by unanimous voice vote.

Budget 2015

100.40.55110.120 should be \$0, not (\$2,500)

100.40.55110.141 should be \$0, not (\$1,995)

100.40.55110.420 should be \$2,000

100.40.55110.421 should be \$20,402

There should be a proactive goal in place for capital projects.

- Fairgrounds runway @ a cost of \$80,000
- Grandstands @ a cost of \$16,000
- Historical building roof @ a cost of \$11,000
- Painting @ a cost of \$5,000
- H&HS insulation without drywall @ a cost of \$11,000
- Foam seal ductwork, spray suspended ductwork @ a cost of \$20,000 - \$30,000
- Baler @ a cost of \$250,000

Item #6: Discuss and/or act on results and future options from the discussion of the fiscal coordinator job duties. Motioned by Kotlowski/Babcock to approve splitting the fiscal coordinator position into 2 new positions; 1 part-time employee to work in the County Clerk's office, under the direction of the County Clerk, not to exceed 1200 hours per year; and 1 part-time employee to work in the Administrative & Finance office, under the direction of the Administrative Coordinator/Director of Finance, not to exceed 800 hours per year. Motion carried by roll call vote, 3 yes, 1 no, 1 excused. Voting yes, Grabarski, Kotlowski and Babcock. Voting no, Hamburg. Excused, West.

District Attorney's account #100.06.51310.145 should be \$0, not (\$3,949)

Next meeting date set for September 29th at 9:00 a.m.

Motioned by Kotlowski/Babcock to adjourn at 1:32 p.m. Motion to adjourn carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi
Recording Secretary

These minutes have been approved by the committee.

CP\ck