

ADMINISTRATIVE & FINANCE MEETING MINUTES

October 16, 2015 9:00 a.m. Room A160

The meeting was called to order by Vice Chairman Grabarski at 9:06 a.m. The meeting was properly noticed. Members present: Babcock, Grabarski, Hamburg and Kotlowski. Excused: West. Also present: Edwards, Foley and Townsend.

Motioned by Kotlowski/Hamburg to approve the agenda. Motion carried by unanimous voice vote. Motioned by Hamburg/Kotlowski to approve Sept. 14, 15, 17 and 25th meeting minutes. Motion carried by unanimous voice vote.

Public participation: Marge Edwards and Pat Townsend spoke regarding the library budget/operations.

Correspondence: None

Item #8 Discuss proposed 2016 library budget: Discussion took place; Foley explained library operations.

Item #9 Treasurer: No tax deed properties. Motioned by Hamburg/Babcock to accept the financial report. Motion carried by unanimous voice vote.

Item #10 MIS: Motioned by Hamburg/Kotlowski to accept the financial report. Motion carried by unanimous voice vote.

Item #11 County Clerk/ACDoF:

- *Office activities.* Update given.
- *Discuss and/or act on Outdoor Recreation grant match requirement.* Motioned by Babcock/Kotlowski to support amending the 2016 budget at county board with the amendment of \$13,400 from contingency to Parks for additional grant % match requirement. To also move revenue \$249,000 from 100.75 and expense \$298,000 from 100.75 to Parks 100.41. Motion carried by unanimous voice vote.
- *Discuss and/or act on cost allocation and municipal financial report.* Motioned by Hamburg/Babcock to award Cohen the cost allocation and municipal financial report agreement. Motion carried by unanimous voice vote.

Item #12 Discuss 2016 Budget: Discussion took place.

Item #13 Discuss and/or act on Resolution to approve levy for 2016: Motioned by Kotlowski/Babcock to approve the resolution approving the levy for 2016 with a 7.57 mil rate. Motion carried by unanimous voice vote.

Next meeting date is November 13th at 9:00 a.m.

Motioned by Kotlowski/Babcock to adjourn at 11:26 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

These minutes have been approved by the committee.

CP\ck