

ADMINISTRATIVE & FINANCE MEETING MINUTES

February 5, 2016 2:00 p.m. Room A160

The meeting was called to order by Chairman West at 2:03 p.m. The meeting was properly noticed. Members present: Babcock, Grabarski, Hamburg, Kotlowski and West. Also present: Rathermel, McGhee, Zander, Kubisiak, Kaye, Helgeson and Phillippi.

Motioned by Grabarski/Babcock to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Babcock/Kotlowski to approve the minutes from January 8, 2016. Motion carried by unanimous voice vote.

Public participation: None

Correspondence: None

Item #8: Discuss and/or act on setting 2017-2020 Wages/Resolution for certain Elected Officials.

Motioned by Grabarski/Babcock to approve the 2017-2020 Wages Resolution for elected officials at the following: 2017 - \$65,800; 2018 - \$67,000; 2019 – \$68,450; 2020 - \$69,800. Motion carried by unanimous voice vote.

Item #9: Treasurer:

- a) *Discuss and/or act on special charge fees on the Village of Friendship properties.* Motioned by Kotlowski/Hamburg to pay off special charges from the Treasurer account and run in red; look at budget end of year to see where we are at. Motion carried by unanimous voice vote.
- b) *Discuss and/or act on county property #126-137.* This was taken care of in motion for Item #9a.
- c) *Discuss and/or act on investment possibility.* A resolution regarding the investment will be brought to the next Administrative & Finance meeting.
- d) *Tax Deed Property* - None
- e) *Financial report* – Update was provided
- f) *Office activities* – Updated was provided

Item #10: MIS:

- a) *Office activities* – Updated was provided
- b) *Financial report* – Provided

Item #101: County Clerk/ACDoF discuss and/or act on:

- a) *Office activities* – Update was provided

Upcoming agenda items:

Resolution on investment; 44-2002

Next meeting date set for March 4, 2016 @ 2:00 p.m.

Motioned by Hamburg/Kotlowski to adjourn at 3:40 p.m. Motion carried by unanimous voice vote.

Respectfully submitted, /s/ Cindy Phillippi, Recording Secretary
These minutes have been approved by the committee.