

MINUTES OF THE FINANCE/ADMINISTRATION COMMITTEE MEETING

May 12, 2011

6:00 p.m.

KCAB 2nd Floor Conf. Room

MEMBERS PRESENT: J. Clark, J. O'Day, J. Gentz, F. Ekornaas, T. Rose, D. Singer, W. Grady,
YIG Member Yarger

1. TAPE TIME: 0:00 AGENDA REVIEW

Chairman Clark discussed the recording of minutes with time frames of topics and abbreviated minutes in hard-copy. Chairman Clark stated Item #9 would be presented at the next meeting.

2. TAPE TIME: 1:32 CITIZEN'S COMMENTS

None

3. TAPE TIME: 1:40 REPORTS FROM CHAIRMAN

Chairman Clark requested D. Geertsens, Finance and Administrative Services Director, to send a link to the GFOA regarding priority based budgeting. Chairman Clark stated he met with the Director and L. Staves regarding the financial situation of Brookside, which will be on the next agenda. Chairman Clark discussed the State budget and County levy limits and will be looking at impact on the State budget at the next meeting. Supervisor Clark welcomed the new members on the Committee.

4. TAPE TIME: 6:08 REPORTS FROM COMMITTEE

D. Singer said was working on a nepotism policy and will be bringing a resolution to the Committee.

5. TAPE TIME: 7:10 APPROVAL OF MINUTES FROM THE FINANCE COMMITTEE MEETINGS OF APRIL 14 AND APRIL 19, 2011 AND THE ADMINISTRATION COMMITTEE MINUTES OF MARCH 21, 2011

A motion was made by J. Gentz. Second by F. Ekornaas to approve the minutes as presented. Motion Carried, including YIG Member.

6. TAPE TIME: 7:22 AUDIT OF BILLS

All bills were reviewed and approved.

7. TAPE TIME: 7:50 KABA 2011 FIRST QUARTER REVOLVING LOAN REPORT

R. Rodenbeck of KABA presented the first quarter report and distributed a new letter. A motion was made by J. O'Day to receive and file the report. Second by J. Gentz. Motion Carried, including YIG member.

8. TAPE TIME: 13:52 PUBLIC WORKS REPORT ON PUBLIC SAFETY BUILDING CONSTRUCTION

R. Arbet, Director of Dept. of Public Works, presented the update on construction and distributed a revised handout. A motion was made by J. Gentz to receive and file the report. Second by F. Ekornaas. Motion Carried, including YIG member.

9. TAPE TIME: 27:24 PURCHASING - REPORT ON P-CARDS/ELECTRONIC FUNDS TRANSFER (ETF)

Withdrawn.

10. TAPE TIME: 27:10 SHERIFF – RESOLUTION FOR ORGANIZED CRIME DRUG ENFORCEMENT TASK FORCES – SUPPLEMENT OVERTIME FUNDS

C. Smith, Chief Deputy Sheriff, presented the resolution. A motion was made by J. Gentz to approve the resolution. Second by D. Singer. Motion Carried, including YIG member.

11. TAPE TIME: 27:24 PERSONNEL – RESOLUTION TO APPROVE THE PLACEMENT OF AN ASSISTANT SUPERINTENDENT OF GOLF IN THE NON-REPRESENTED EMPLOYEE PAY PLAN

R. Riedl, Director of Div. of Personnel Services, presented the resolution. A motion was made by F. Ekornaas to approve the resolution. Second by J. Gentz. The Committee voted Chairman Clark, aye; F. Ekornaas, aye; J. O'Day, aye; J. Gentz, aye; D. Singer, aye; W. Grady, aye; T. Rose, nay, YIG member, aye. Motion carried.

The Committee requested a report in August on golf downsize of holes after the study has been completed.

12. TAPE TIME: 57:43 (7:00 p.m.) CLOSED SESSION PURSUANT TO SECTION 19.85 (1) (c) (g). Discussion Regarding Negotiations.

A motion was made by F. Ekornaas to go into closed session. Second by J. O'Day. Roll call 7 Ayes, 0 Nays. Motion Carried.

13. CLOSED SESSION APPROVAL OF PREVIOUS CLOSED SESSION MINUTES AND CONFER WITH LEGAL COUNSEL REGARDING PENDING LITIGATION AND CLAIMS AGAINST THE COUNTY – WRS (approximately ½ hour)

14. TIME: 8:10 p.m. OPEN SESSION Motion by J. O'Day to return to open session. Second by J. Gentz. All aye, motion carried.

15. TAPE TIME: 0:06 CORPORATION COUNSEL – RESOLUTION IMPLEMENTING TAX CODE “PICK-UP” OF EMPLOYEE RETIREMENT CONTRIBUTIONS PURSUANT TO INTERNAL REVENUE CODE SECTION 414 (H) (2).

D. Geertsen, Finance and Administrative Services Director, presented the resolution. A motion was made by J. Gentz to approve the resolution. Second by T. Rose. Motion Carried.

16. TAPE TIME: 10:23 REPORT FROM THE FINANCE DIRECTOR/BUDGET MANAGER/PERSONNEL DIRECTOR

R. Riedl, Director of Div. of Personnel Services, distributed the operational procedure for the closed session grievance hearings from the former Administration Committee. The Committee agreed to continue to follow the rules.

D. Geertsen, Finance and Administrative Services Director, stated there is nothing to report on the general fund as it is early yet.

General Fund Balance Report – None
Public Works Report – None
Human Services – None
Treasurer’s Report – January 2011, February 2011, March 2011
Register of Deeds Report –
2011 Monthly Statement – April 2011
Budget Modification – None

TAPE TIME: 18:53 J. Gentz discussed his thoughts on KABA in regards to the Executive Committee and his input to have KABA continue reporting to the Committee.

D. Geertsen, Finance and Administrative Services Director, stated he would request the Committee be cautious of any of the closed session items found in their packet. D. Geertsen said he would be more than happy to dispose of the documents for any Committee members.

TAPE TIME: 21:42 ADJOURNMENT. A motion was made by J. Gentz to adjourn. Second by J. O’Day. Motion Carried, including YIG member.

The Committee adjourned at 8:32 p.m.

Respectfully submitted,

Recording of the meeting is available.

Prepared by:

Donna Esposito, Division of Personnel Services

Submitted by:

Al Swartz, Director/Budget Manager, Division of Financial Services

cc : County Clerk