

FINANCE ADMINISTRATION COMMITTEE
THURSDAY, FEBRUARY 16, 2012

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

CALL TO ORDER (TAPE TIME: :42)

Chairman Clark called the meeting to order at 6:00 p.m.

CITIZEN'S COMMENTS

None.

REPORTS FROM THE CHAIRMAN (TAPE TIME: :53)

Chairman Clark reported on the contracting policy.

REPORTS FROM COMMITTEE (TAPE TIME: 1:40)

None.

KABA – 2011 4TH QUARTER LOAN REPORTS (TAPE TIME: 1:35)

R. Rodenbeck of KABA Finance reported on loan funds. Motion by J. Gentz to receive and file. Second by F. Ekornaas. All aye, motion carried, including YIG members.

CORPORATION COUNSEL – ORDINANCE TO REPEAL AND RECREATE SECTION 3.645 OF THE MUNICIPAL CODE OF KENOSHA COUNTY, RETENTION AND DESTRUCTION OF RECORDS (TAPE TIME: 10:43)

D. Geertsen presented. T. Rose had questions regarding the ordinance. Motion by T. Rose to defer until the next meeting. Second by F. Ekornaas. All aye, motion carried, including YIG members.

SHERIFF – RESOLUTION REGARDING ORGANIZED CRIME DRUG ENFORCEMENT TASK FORCES AGREEMENT FOR FUNDING OVERTIME FOR INVESTIGATION ACTIVITIES (TAPE TIME: 18:56)

Sgt. Urquhart of the drug unit presented. Motion by D. Singer to approve. Second by J. Gentz. All aye, motion carried, including YIG members.

SHERIFF – RESOLUTION REGARDING SHERIFF'S BOMB SQUAD EQUIPMENT GRANT 2011 (TAPE TIME: 20:33)

Sgt. Beth presented. Motion by J. Gentz to approve. Second by J. O'Day. All aye, motion carried, including YIG members.

HUMAN SERVICES – RESOLUTION TO MODIFY THE BUDGET OF THE DEPARTMENT OF HUMAN SERVICES, DIVISION OF CHILDREN & FAMILY SERVICES, FOR IN-HOME SAFETY SERVICES GRANT (TAPE TIME: 21:38)

R. Rogers Division Director of the Division of Children & Family Services presented. Motion by D. Singer to approve. Second by J. O'Day. Vote: 6-1; Chairman Clark abstained; YIG aye.

HUMAN SERVICES – RESOLUTION TO CONVERT A DIVISION OF WORKFORCE DEVELOPMENT FRAUD SPECIALIST POSITION TO AN ECONOMIC SUPPORT SPECIALIST POSITION (TAPE TIME: 27:55)

A. Greene Division Director of Workforce Development presented. Motion by J. Gentz to approve. Second by F. Ekornaas. All aye, motion carried, including YIG members.

Chairman Clark noted for the record that Supervisor W. Grady arrived at 6:30 p.m.

PUBLIC WORKS – GOLF – MEMO TO MODIFY CAPITAL OUTLAY (TAPE TIME: 38:57)

J. Kupfer explained the memo. Motion by J. Gentz to approve. Second by D. Singer. All aye, motion carried, including YIG members. D. Geertsen noted this would not proceed to the County Board.

PUBLIC WORKS – GOLF/HWY – RESOLUTION TO APPROVE A TRANSFER OF FUNDS WITHIN 2011 DEPARTMENT OF PUBLIC WORKS BUDGET (TAPE TIME: 45:23)

J. Kupfer presented. Motion by J. Gentz to approve. Second by W. Grady. D. Singer expressed concern and suggested the oversight Committee look into the use of alternative energy vehicles. W. Grady stated he would correspond with G. Sipsma, C. O'Neal to inquire. Chairman Clark also suggested R. Arbet be advised. All aye, motion carried, including YIG members.

PUBLIC WORKS – PARKS – RESOLUTION TO APPROVE KENOSHA COUNTY PUBLIC SNOWMOBILE TRAIL (TAPE TIME: 54:30)

J. Rudie presented. Motion by J. Gentz to approve. Second by T. Rose. All aye, motion carried, including YIG members.

PUBLIC WORKS – PARKS – RESOLUTION TO APPROVE THE ACCEPTANCE OF GRANT FUNDING FOR THE PURPOSES OF FUNDING THE PIKE RIVER FISH PASSAGE DAM REMOVAL (BRIDGE INSTALLATION) (TAPE TIME: 57:09)

J. Rudie presented. Motion by J. Gentz to approve. Second by D. Singer. All aye; motion carried, including YIG members.

PUBLIC WORKS – PARKS – RESOLUTION TO APPROVE KEMPER ROOF REPAIR (TAPE TIME: 1:00:57)

J. Rudie presented. Motion by D. Singer to approve. Second by F. Ekornaas. All aye, motion carried, including YIG members.

FINANCE – REPORT ON GOLF COURSE AUDIT (TAPE TIME: 1:01:43)

J. Kupfer presented. Motion by J. Gentz to receive and file. Second by F. Ekornaas. All aye, motion carried, including YIG members.

PERSONNEL – RESOLUTION TO REAUTHORIZE SELF-INSURANCE (TAPE TIME: 1:09:02)

J. Olson of the Personnel Division presented. Motion by D. Singer to approve. Second by T. Rose. All aye, motion carried, including YIG members.

PERSONNEL – RESOLUTION TO APPROVE A RECLASSIFICATION OF A STOCK ROOM POSITION TO A SHOP OPERATOR FOR THE DEPARTMENT OF PUBLIC WORKS, DIVISION OF HIGHWAY (TAPE TIME: 1:10:09)

R. Riedl Director of Division of Personnel presented. Motion by J. Gentz to approve. Second by W. Grady. All aye, motion carried, including YIG members.

PERSONNEL – RESOLUTION TO APPROVE A RECLASSIFICATION OF AN OFFICE SUPPORT WORKER TO AN OFFICE ASSOCIATE FOR THE SHERIFF'S DEPARTMENT (TAPE TIME: 1:11:50)

R. Riedl presented. Motion by F. Ekornaas to approve. Second by J. Gentz. All aye, motion carried, including YIG members.

PERSONNEL – REVIEW AND APPROVE OF A SPECIAL ASSIGNMENT PAY REQUEST FOR THE DEPARTMENT OF HUMAN SERVICES, DIVISION OF WORKFORCE DEVELOPMENT, CHILD SUPPORT ATTORNEY POSITION (TAPE TIME: 1:14:40)

R. Riedl presented. Motion by T. Rose to approve. Second by D. Singer. All aye, motion carried, including YIG members.

AUDIT OF BILLS (TAPE TIME: 1:16:56)

All bills were reviewed and approved. Chairman Clark indicated he would like a report and e-mail to committee regarding architect bills for the Detention Center.

REPORT FROM THE FINANCE DIRECTOR/BUDGET MANAGER/PERSONNEL DIRECTOR – TAPE TIME 1:15:09

- i. General Fund Balance Report – 2/16/12.
- ii. Finance
- iii. Public Works
- iv. Human Services – Report distributed and letter
- v. Treasurer’s Reports –
- vi. Register of Deeds – January 2012
- vii. 2011 Monthly Statement
- viii. Budget Modification

R. Riedl reported on holiday pay for the new County highway employees from the transfer of working for the temporary agency to being placed on the County payroll. R. Riedl also spoke regarding the letter from John Dillon the Business Manager for the Deputy Sheriff’s Association.

L. Staves reviewed report with the Committee and also reviewed the position letter with the Committee.

A. Swartz presented the general fund report. Also discussed the RFP which was sent out for an employment agency to hire seasonal employees.

A. Swartz also discussed the minutes and noted they will be on the agenda. He noted the December minutes could not reference the tape time because the tape was inadvertently erased prior to the tape being downloaded. Chairman Clark noted the time the Committee adjourned was not on the December minutes either. A. Swartz noted that was because the time was not written down and the tape was erased.

Motion by J. Gentz to adjourn. Second by J. O’Day. All aye, motion carried, including YIG Members.

The Committee adjourned at 7:42 p.m.

Respectfully Submitted,

Recording of the minutes is available.

Prepared by:

Donna Esposito, Division of Personnel Services

Submitted by:

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