

Minutes of Langlade County Finance/Information Services Committee Meeting

The meeting, in the Law Library of the Langlade County Courthouse was called to order at 9:00 a.m., February 7, 2014 by Chairman Burns.

Members Present: Bill Bostwick, Jerrold Burns, Vern Cahak, Doug Nonnenmacher, and Ron Nye.

Members Absent: None

Others present: Gary Olsen, Carlene Nagel, Ann Meyer, Kim Van Hoof, Dave Solin, and Carol Feller Gottard

Agenda Item #1 Call the meeting to order: The meeting was called to order at 9:00 a.m. by Chairman Burns, and the Pledge of Allegiance was recited.

Agenda Item #3 Approve the minutes of the previous Finance meetings on January 10, 2014: A motion was made by Nye, seconded by Cahak, to approve the minutes of the January 10, 2014 Finance Committee meeting, all ayes, motion carried.

Agenda Item #4 Recognition of others present and public comments on agenda items: The Committee recognized those in attendance.

Agenda Item #5 Treasurer's annual report: Ann Meyer shared her 2013 annual report with the Committee. Motion by Nonnenmacher, second by Nye to accept the Treasurer's 2013 annual report, all ayes, motion carried.

Agenda Item #6 Request to increase Highway employee's credit card balance: The Highway Committee approved increasing Don Moyle's credit card limit to \$2,000. Don purchases shop supplies for the Highway Department and they are running into problems at the end of the month because he is usually going over his limit. His current limit is \$1,000. Motion by Nye, second by Bostwick, to approve increasing Don Moyle's credit card to \$2,000, all ayes, motion carried.

Agenda Item #7 Request for County credit cards for UWEX employees: The Extension Committee approved credit cards for Krista Otto, the new 4-H agent and Kari Lazars. The approved balance for each employee is \$500. Motion by Nonnenmacher, second by Nye to approve credit cards for Krista Otto and Kari Lazars with limits of \$500, all ayes, motion carried.

Agenda Item #8 Funding request for a casual employee in Social Services: The Social Services Committee approved hiring a casual employee in the Children's and Family Unit in the Social Services Department. The casual employee position will be funded within the Social Services budget due to an employee not taking health insurance. The cost for the position will be \$15,676.59. This was for information only.

Agenda Item #9 Request to transfer funds from Risk Reserve for Social Services: The Social Services Department will be over budget in 2013 due to out of home placements. The Social Services and Finance Committee can approve a transfer from the Risk Reserve to cover this overage. They have \$240,707.51 remaining in the Risk Reserve. Motion by Nye, second by Cahak, to approve a transfer up to \$100,000 from the Risk Reserve for the 2013 budget shortfall, all ayes, motion carried.

Agenda Item #10 2013 Budget overages for departments: Gary Olsen distributed the preliminary 2013 budget to actual report to the Committee. The General Fund Revenue is short for 2013 due to low interest income and sales tax revenue. Clerk of Court will be over budget due to jury and GAL fees. Misc. Health & Human Services is short on revenue from DHS. Social Services will be over budget due to substitute care costs but their overage will be transferred from their Risk Reserve. The Health Department is still getting immunization revenue from 2013 and their overage will be under \$5,000 and can be transferred from the contingency fund. This was informational only.

Agenda Item #11 Review casual employee listing for 2013: Per the Casual Employee policy, the Finance Committee has to review a listing of the casual employee budget to actual for the year. A copy of the casual employee report for 2013 was distributed. This was informational only.

Agenda Item #12 Discuss Economic Conditions: The Committee discussed the current national economic conditions.

Agenda Item #13 Finance Director's report regarding the finances of the county, and an update regarding the Information Services section of the department: Olsen reviewed the budget to actual listing with the Committee. Olsen also distributed a copy of the Balance Sheet to the Committee. The current balance in the Self Funded Health Insurance account is \$1,122,756.24.

Agenda Item #16 Line Item Transfers: None at this time.

Agenda Item #17 Computer equipment purchases. Pam Jankowski is requesting a second monitor at her workstation. The cost of a monitor is \$180 and a video card is \$112. Motion by Nye, second by Bostwick, to approve a second monitor and video card for Pam Jankowski from the computer replacement fund, all ayes, motion carried. Kim Van Hoof is requesting 2 iPads and cases for use in the Social Services Economic Support unit. The cost would be \$605 each and would come from the Affordable Care Act funds. Motion by Nonnenmacher, second by Burns to approve 2 iPads and cases for Social Services, using Affordable Care Act funds, all ayes, motion carried.

Agenda Item #18 Approve Grant Requests: None at this time.

Agenda Item #19 Travel and Training Requests: None at this time.

Agenda Item #20 Verify Date of Next Meeting: The next regular meeting will be March 7, 2014 at 9:00 a.m.

Motion to adjourn meeting at 9:50 a.m. made by Nonnenmacher, second by Burns, all ayes, motion carried.

Respectfully submitted,
Carlene Nagel
Recording Secretary