

**MINUTES OF THE
FINANCE & INSURANCE COMMITTEE MEETING
October 10, 2011, 9:00 a.m. - County Board Room**

MEMBERS PRESENT: Chairman, Ted Cushing, Supervisors: John R Young, John Hoffman, John Hintz and Peter Wolk

OTHERS PRESENT:

Lynn Grube, ITS Director	Mary Bartelt, County Clerk
David Bast, Human Services	Margie Sorenson, Finance Director
Kris Ostermann, Treasurer	John Sweeney, Sheriff's Office
Mike Romportl, Land Information	Lisa Charbarneau, HR Director
Curt Krouze, Buildings and Grounds	Melodie Gauthier, Chief Deputy Clerk II

1. CALL TO ORDER

Chairman Cushing called the meeting to order at 9:00 a.m. in County Board Room, second floor, of the Oneida County Courthouse. He noted that the meeting notice had been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

2. APPROVE AGENDA

MOTION/SECOND: (Hintz/Hoffman) to approve October 10, 2011 Agenda. All "aye" on voice vote, motion carries.

3. ACCEPT MINUTES OF SEPTEMBER 12th & 20th, 2011 FINANCE & INSURANCE COMMITTEE MEETINGS.

MOTION/SECOND: (Hoffman/Young) to accept September 12th & 20th, 2011 Finance and Insurance Committee Minutes. All "aye" on voice vote, motion carries.

4. LEASING OF KOINONIA – DAVID BAST

Mr. Bast discussed the study from TMG (Time Management Group) who assessed the operation of the Human Service Center. He discussed the privatization and leasing of Koinonia to Jim and Stacy Webb of Options Treatment Programs, Inc., for a (1) year lease stating the Human Service Board voted unanimously on the leasing / privatization of Koinonia to the Webbs. Mr. Bast stated that the lease/sub-contract will be brought to the County Board for further analysis and approval.

MOTION/SECOND: (Hintz/Young) to bring the lease/sub-contract regarding the leasing of Koinonia to County Board and that the Finance and Insurance Committee supports the leasing of Koinonia to the Webbs. All "aye" on voice vote, motion carries.

5. EFFICIENCY TEAM REPORT – JOHN SWEENEY

John Sweeney, Curt Krouze and Mike Romportl came before the Committee to discuss the Efficiency Team Report. The Efficiency team evaluated questionnaires from Department Heads who were asked to rank their programs and services. The team then scored, sorted and ranked the programs and services and categorized them in one of 5 areas: Mandated (Meets)

Mandated (Exceeds), Core, Exclusive or Desirable. The team also looked for greater efficiencies within the departments and feels this evaluation should help departments set up goal to strive for.

MOTION/SECOND: (Hintz/Cushing) to approve the Efficiency Team Report and distribute to the County Board. All “aye” on voice vote, motion carries.

6. VOUCHERS, REPORTS AND PURCHASE ORDERS

- **County Clerk**
Bartelt presented bills and vouchers for approval.

MOTION/SECOND: (Hoffman/Hintz) to approve the Clerk’s bills and vouchers as presented. All “aye” on voice vote, motion carries.

- **Resolution: Increasing Marriage License Fees for 2012**
Bartelt requested an increase in Marriage License fees for 2012 from \$60.00 to \$75.00 and the Marriage Waiver from \$10.00 to \$15.00.

MOTION/SECOND: (Hintz/Hoffman) to increase the Marriage License fees for 2012 from \$60.00 to \$75.00 and the Marriage Waiver from \$10.00 to \$15.00 and forward the Resolution to the County Board. All “aye” on voice vote, motion carries.

- **Lakeland Printing Inc. - Annual Blanket Purchase Order**
Bartelt requested the Lakeland Printing Inc. billings be considered an Annual Blanket Purchase Order.

MOTION/SECOND: (Hoffman/Hintz) to approve the Lakeland Printing Inc. billing as an Annual Blanket Purchase Order. All “aye” on voice vote, motion carries.

- **Treasurer**
Ostermann presented the Treasurer’s bills and vouchers for approval.

MOTION/SECOND: (Hintz/Hoffman) to approve the Treasurer’s bills and vouchers as presented. All “aye” on voice vote, motion carries.

- **September Statement of Cash Account.**
Ostermann presented September’s statement of Cash Account for approval.

MOTION/SECOND: (Hintz/Young) to accept the September Statement of Cash Account as presented. All “aye” on voice vote, motion carries.

- **Resolution: Cancellation of Stale Date Checks.**
Ostermann presented the Resolution for Cancellation of Stale Date Checks for approval.

MOTION/SECOND: (Young/Wolk) to approve the Resolution for Cancellation of Stale Date Checks and forward to the November County Board. All “aye” on voice vote, motion carries.

- Resolution: Public Depositories
Ostermann presented the Resolution for Public Depositories for approval.

MOTION/SECOND: (Hoffman Cushing) to accept the Resolution for Public Depositories and forward to the November County Board. All “aye” on voice vote, motion carries.

- Resolution: Investment Authority
Ostermann presented the Resolution for Investment Authority for approval

MOTION/SECOND: (Hintz/Hoffman) to accept the Resolution for Investment Authority and forward to the November County Board. All “aye” on voice vote, motion carries.

- Review Investment Policy
Ostermann briefly reviewed/presented the Investment Policy.
No Motion.
- Treasurer’s Annual Report
Ostermann presented the Treasurer’s Annual Report for approval.

MOTION/SECOND: (Hoffman/ Wolk) to accept the Treasurer’s Annual Report and forward to the November County Board. All “aye” on voice vote, motion carries.

- Information Technology Services
Grube presented ITS bills and vouchers for approval.

MOTION/SECOND: (Hoffman/Wolk) to approve ITS bills and vouchers as presented. All “aye” on voice vote, motion carries.

- Finance
Sorenson presented bills, vouchers and blanket purchase orders for approval.

MOTION/SECOND: (Hoffman/Hintz) to approve Finance’s bills, vouchers and blanket purchase orders. All “aye” on voice vote, motion carries.

- August General Investments
Sorenson presented the August General Investments for approval.

MOTION/SECOND: (Hintz/Wolk) to approve the August General Investments as presented. All “aye” on voice vote, motion carries.

7. LINE ITEM TRANSFERS

MOTION/SECOND: (Hintz/Hoffman) to approve Forestry, Department of Aging, Correction on Budget, WIC, Public Health and Emergency Management line item transfers as presented. All “aye” on voice vote, motion carries.

8. RESOLUTION FOR LINE ITEM - None

9. PUBLIC COMMENT - None

10. ITEMS FOR NEXT AGENDA - None

11. ADJOURNMENT

MOTION/SECOND: (Hoffman/ Wolk) to adjourn the meeting at 10:35 a.m. All “aye” on voice vote, motion carries.

Chairman, Ted Cushing

Secretary, Melodie Gauthier