

**MINUTES**  
**MONDAY, APRIL 13, 2015 – 9:30 A.M.**  
**FINANCE/INSURANCE COMMITTEE OF OCONTO COUNTY BOARD SUPERVISORS**  
**CONFERENCE ROOM #2009 – 2ND FLOOR COURTHOUSE BLDG “A”**  
**301 WASHINGTON STREET, OCONTO, WI 54153-1699**  
[www.co.oconto.wi.us](http://www.co.oconto.wi.us)

COMMITTEE PRESENT: Lee Rymer, Paul Bednarik, Tom Gryboski, Doug McMahon, Greg Sekela

COMMITTEE ABSENT: None

OTHERS PRESENT: Kevin Hamann, Administrative Coordinator; Teri Boos, Finance Director; Mark Teuteberg, LIS Administrator/Surveyor; Tanya Peterson, Treasurer; Cheryl Mick, Corporation Counsel; Lisa Sherman, Health & Human Services Business Manager; Craig Johnson, Health & Human Services Director; County Board Supervisors: Gary Frank, Jerry Beekman, Rose Stellmacher, and Chris Augustine

TIME MEETING BEGAN: 9:47 a.m.

1. Approval of Agenda
  - A. Change of Sequence  
Motion by McMahon, second by Gryboski to move Items 11 and 12 to follow Item 3. Motion carried unanimously.
  - B. Removal of Items  
None.  
Motion by McMahon, second by Gryboski to approve agenda as amended. Motion carried unanimously.
2. Approval of Minutes of Previous Meeting held March 9, 2015.  
Motion by Sekela, second by Bednarik to approve the minutes of March 9, 2015 meeting. Motion carried unanimously.
3. Communications  
None.
4. Meet with Administrative Coordinator
  - A. Review Insurance Claims Against County, if any  
Reviewed four new liability claims, two new property claims and three new worker's compensation claims.
  - B. 2014 Work Comp Audit  
Audit revealed some highway employees misclassified as municipal employees instead of Highway/Road Construction. As a result, there is a \$38,477 increase in workers compensation costs.
  - C. Local Government Property Insurance Funds  
Governor's Budget proposes to eliminate the Fund. Even if the Fund remains, expect a 25% increase in the rates. County is looking at other vendors to provide the insurance for 2016.
5. Report of Finance Director
  - A. County Sales Tax Report  
Collection up 3.2% over this time last year. Statewide collections are up 1.2%.
  - B. Tentative 2016 Budget Guidance Letter  
Reviewed 2015 letter. Committee, once Strategic Planning is done, will need to draft the 2016 Budget Guidance letter.
  - C. Tentative 2016 Budget Schedule  
Discussed tentative schedule. Tentative hearing dates are September 25, 28, 29, and 30.
  - D. Closed Session: Performance Evaluations – The Committee May Convene Into Closed Session Pursuant to WI Stat. 19.85 (1) (C) for the Purpose of Consideration of Employment, Promotion, Compensation, and Performance Evaluations.  
Motion by Sekela, second by Bednarik to go into closed session at 11:34 a.m. Motion carried unanimously.
  - E. Return to Open Session: The Committee May Return to Open Session to Conduct Legal Business as allowed by WI Stat. 19.85 (2).  
Motion by Sekela, second by Gryboski to go back into open session at 11:37 a.m. Motion carried unanimously.

6. Meet with County Clerk
  - A. Discuss Solutions to Publication Cost Differences  
No update.
7. Meet with Treasurer
  - A. Financial Report  
Reviewed.  
Motion by McMahon, second by Gryboski to approve Treasurer's report. Motion carried unanimously.
  - B. Tax Deed Properties – Take Tax Years 2011 and 2012 in 2016  
Discussed whether to change our process from four years to two years delinquency.  
Land Information Committee will need to draft ordinance to go to the County Board to make this change.  
Motion by Sekela, second by Bednarik to recommend two-year delinquent process instead of four-years. Motion carried unanimously.
  - C. Approve 2014 Annual Report  
Reviewed.  
Motion by Bednarik, second by McMahon to accept the report. Motion carried unanimously.
  - D. Tax Delinquent Statement Issues  
Request from Leon Daniels for waiving of interest and penalty. No action taken by Committee.
  - E. Approve Summer LTE position  
Request for annual LTE position for tax season.  
Motion by Bednarik, second by Sekela to approve the LTE position request. Motion carried unanimously.
  - F. ACH Withdrawal Process  
Between 15 to 20 taxpayers currently in system. Collecting an average of \$4,000 per month.  
County Treasurer recommends eliminating system effective June 1 since taxpayers now have a credit card option to pay taxes.  
Motion by Sekela, second by Gryboski to eliminate the ACH system June 1<sup>st</sup>. Motion carried unanimously.
8. Meet with Veteran Officer
  - A. Approve 2014 Annual Report  
Motion by Gryboski, second by Bednarik to approve the report. Motion carried unanimously.
9. Review of Health & Human Services Mandated vs. Optional Program  
Reviewed listing of Health & Human Services programs and which ones are mandated by the state and which ones are optional.
10. Discuss Re-use of Family Care Savings  
Discussed what savings will occur over the next 5 years and whether to invest the savings back into other Health & Human Services programs or put the savings back into the general fund by cutting tax levy to Health & Human Services. Issue will be discussed at the Health & Human Services meeting on Wednesday.
11. Review of Financial Management Policy  
Reviewed proposed changes, specifically discussing whether a salaried county board member should also receive a meeting per diem of a committee they are not a member of but attend at the committee's request. Committee left the policy as is which allows collecting the ½ per diem.  
Motion by McMahon, second by Sekela to recommend changes to the Financial Management Policy.  
Motion carried unanimously.
12. Reimbursement of Past Per Diems Paid to County Board Supervisors  
Request to audit paid per diems for the past few years. Corporation Counsel stated we can request but cannot demand repayment. Committee did not take action.
13. Approve Reports, Ordinances, Resolutions, & Transfer for County Board Meeting Agenda  
None.
14. Authorization to Attend Meetings, if Any  
None.
15. Audit all Current Claims and Accounts Against the County and the Dog License Fund; Approve Payment of Same and Authorize the Issuance of County Orders Therefore
  - A. Report of Vendors Paid 03/01/15 – 03/31/15 – All County Depts. except Human Services  
Reviewed.
  - B. Report of Vendors Paid 03/01/15 – 03/31/15 – Human Services  
Reviewed.

C. Report of Monthly Per Diem & Expense Reimbursements for Month of February (Paid 03/20/15)  
Reviewed.

Motion by Gryboski, second by Bednarik to approve payment of bills. Motion carried  
unanimously.

16. Announcements/Information

Bonding for the Law Enforcement Center will be on the agenda for the next meeting.

17. Set Next Meeting Date

Date of next meeting: Monday, May 11, 2015.

18. Adjournment

Motion by McMahon, second by Gryboski to adjourn meeting.

Meeting was adjourned at 1:05 p.m.

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Kevin Hamann  
KH/cah  
Posted 04/15/15