

**MINUTES**  
**MONDAY, AUGUST 10, 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)

*(Draft minutes, not approved by Committee)*

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

COMMITTEE ABSENT: Gary Frank (excused)

OTHERS PRESENT: Kevin Hamann, Administrative Coordinator; Teri Boos, Finance Director;  
Tanya Peterson, Treasurer

TIME MEETING BEGAN: 9:59 a.m.

1. Approval of Agenda
  - A. Change of Sequence  
None.
  - B. Removal of Items  
None.  
Motion by Bednarik, second by McMahon to approve agenda. Motion carried unanimously.
2. Approval of Minutes of Previous Meeting held July 15, 2015.  
Motion by Sekela, second by Bednarik to approve the minutes of July 15, 2015 meeting. Motion carried unanimously.
3. Communications
  - A. State Office of the Commissioner of Insurance – LGPIF  
Letter notifying us that their rates will increase 85% for 2016. County is seeking quotes from the County Mutual and the Horton Group.
4. Meet with Administrative Coordinator
  - A. Review Insurance Claims Against County, if any  
None.
  - B. Discuss 2016 Insurance Policies  
Reviewed all of our risk management policies. Administrative Coordinator to process renewals with same company, except property insurance due to an expected 85% increase.
5. Meet with Finance Director
  - A. County Sales Tax Report  
Collections up 8.3% over this time last year.  
Motion by McMahon, second by Bednarik to accept Finance Director's report. Motion carried unanimously.
  - B. Approve Milliman Proposal for Other Post-Employment Benefits \$10,000  
Every three years, County needs to conduct an actuarial report on our post-employment benefits. Cost is \$10,000. Milliman performed study three years ago. Not in 2015 budget, thus will need to take from contingency.  
Motion by Sekela, second by Bednarik to recommend resolution to contract with Milliman at a cost of \$10,000. Motion carried unanimously.
  - C. Approve Internal Control Procedures Manual  
Final manual reviewed.  
Motion by Bednarik, second by Sekela to recommend approval of new internal control procedures. Motion carried unanimously.
6. Meet with County Clerk
  - A. Discuss Solutions to Publication Cost Differences  
No report.
7. Meet with Treasurer
  - A. Financial Report  
Interest rates – First Merit – 0.20%; State Pool – 0.13%  
Motion by Sekela, second by Bednarik to approve Treasurer's report. Motion carried unanimously.

- B. Approve Hiring LTE  
Request LTE for 3 weeks during tax time.  
Motion by McMahan, second by Sekela to approve LTE for 3 weeks during tax time. Motion carried unanimously.
- C. Approve County Treasurer Budget  
Reviewed proposed budget. Revised revenue slightly and rejected request for a new regular part-time (22.5 hrs./wk.) position.  
Motion by Sekela, second by Bednarik to recommend 2016 budget. Motion carried unanimously.
- D. Credit Card Tax Payments  
\$214,000 in credit card so far this year. Of that, \$101,000 collected in July. Many taxpayers have expressed satisfaction with being able to pay by credit cards.
- 8. Review of Preliminary Draft of 2016-2020 Capital Plan  
Reviewed. Departments have until September 4 to submit requests.
- 9. Funding of Law Enforcement Center  
Reviewed need for additional funding due to higher than expected bids.  
Motion by Sekela, second by McMahan to recommend resolution to transfer \$1.75 million from sales tax to the Law Enforcement Center project. Motion carried unanimously.
- 10. Review of Strategic Planning Objectives  
Reviewed list of action items which Committees need to further discuss and make recommendations to the County Board. Administrative Coordinator to send to Committees their assigned action items.
- 11. Approve Reports, Ordinances, Resolutions, & Transfer for County Board Meeting Agenda  
None.
- 12. Authorization to Attend Meetings, if Any  
None.
- 13. 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 07/01/15 – 07/31/15 – All County Depts. except Human Services  
Reviewed.
  - B. Report of Vendors Paid 07/01/15 – 07/31/15 – Human Services  
Reviewed.
  - C. Report of Monthly Per Diem & Expense Reimbursements for Month of June (Paid 07/20/15)  
Reviewed.  
Motion by McMahan, second by Sekela to approve payment of bills. Motion carried unanimously.
- 14. Announcements/Information  
Met with Public Property about walk-up drop box for payment of property taxes. It will be placed near sign by Annex building.
- 15. Set Next Meeting Date  
Date of next meeting: Monday, September 14, 2015.
- 16. Adjournment  
Motion by Bednarik, second by Sekela to adjourn meeting.  
Meeting was adjourned at 12:02 p.m.