

Finance & Insurance Committee

Service Center Room 248.1

Friday March 2, 2012

7:30 a.m.

- 1. Meeting called to order at 7:30 a.m.** by Chairman Lee
Members Present – Lee, Berndt, Giese, and Simon
Visitors Present – Leydet, Pudelko, and Byer
- 2. Approval of February 3, 2012 Minutes** – Motion/Second (M/S) Simon/Berndt to approve minutes of February 3, 2012 as provided in packet – all voting aye.
- 3. Treasurer's Report** – Written report provided in packet, Finance Director Leydet noted no concerns in Treasurer's budget. Continued low rates of .013% in investment pool noted – M/S Lee/Berndt to place report on file – all voting aye.
- 4. Treasurer Year End Budget Modification** – Budget modification needed to adjust line items. M/S Simon/Giese to approve budget modification – all voting aye
- 5. Treasurer Contingency Fund Request** – Contingency fund request in the amount of \$1,775 is needed to cover overage in salary line. Lee/Simon to approve contingency fund request – all voting aye.
- 6. Cash Report** – Leydet reported that pooled cash is \$3.7 million higher than last year mainly due to Capital Project Fund, Solid Waste, County Roads Fund, and Forestry Fund all holding more cash. M/S Giese/Lee to place report on file – all voting aye.
- 7. County Clerk Year-to-Date Report** – Written report provided in packet. Clerk concerned about number of potential elections due to recall efforts in 2012. M/S Lee/Giese to place on file – All voting aye.
- 8. County Clerk Year End Budget Modification** – Budget modification need to adjust line items. M/S Giese/Berndt to approve budget modification – all voting aye.
- 9. February Year-to-Date Budget Report** – Finance Director noted no concerns regarding the 2012 budget. M/S Lee/Simon to place report on file – all voting aye.
- 10. Sheriff Office Budget Modification** – This was passed in February by the Law Enforcement Committee to adjust staff budget due to position changes and to remove the day reporting program budget from the Sheriff's Office budget. Since this budget modification changes the Sheriff's tax levy amount and the amount is less than ten percent, the Finance and Insurance Committee will need to approve the change. M/S Berndt/Simon to approve the budget modification – all voting aye.
- 11. Circuit Court Budget Modification** – This budget modification was approved by the EMS/Judicial Committee in February to move the day reporting budget into the Circuit Court budget. Again this changes the tax levy in the Circuit Court budget by less than ten percent and needs Finance and Insurance Committee approval. M/S Giese/Berndt to approve budget modification – all voting aye.
- 12. 2013 Budget Update** – Finance Director reported that the salary and fringe projections are being compiled. Leydet also reported a concern over State and Federal aid amounts.

- 13. Humane Society Year End Balance Sheet and Operational Statements** – Leydet reported that the Humane Society reports show a cash balance of \$124,893.79 and a 2011 net income of \$53,150.45. The Committee directed Leydet to send a letter from the Committee applauding the Humane Society for a good year. M/S Lee/Simon to place reports on file and direct Leydet to send the letter – All voting aye.
- 14. North Central Health Care Budget Report** - The Committee reviewed two reports. A final report from 2011 showed a positive variance of \$81,201 in 2011 after a refund check of \$136,000 and the January 2012 report showed a positive variance of \$22,254. M/S Berndt/Giese to place reports on file – all voting aye.
- 15. Court Collection Position Report** – Leydet reviewed written report with Committee. Year-to-Date collection totals \$108,271. M/S Giese/Simon to place report on file – all voting aye.
- 16. Finance Department Year End Budget Modification** – Year end line items need to be adjusted by the budget modification. M/S Berndt/Simon to approve budget modification – all voting aye.
- 17. Director Report** – No issues reported.
- 18. Review Correspondence** – None.
- 19. Review County Voucher List** – Listing made available.
- 20. Set Next meeting date** –April 13, 2012 and May 4, 2012 both at 7:30 a.m.
- 21. Adjourn** – M/S Simon/Berndt to adjourn at 8:00 a.m. – all voting aye.

Minutes prepared by,

**Dan Leydet
Finance Director**