

## FINANCE & PUBLIC PROPERTY COMMITTEE MINUTES

COMMITTEE: FINANCE & PUBLIC PROPERTY COMMITTEE  
DATE: TUESDAY, AUGUST 25, 2015  
TIME: 6:30 PM  
PLACE: COUNTY BOARD ROOM

### CALL TO ORDER

Chairman Millan called the meeting to order at 6:30 p.m. and read the agenda.

### ROLL CALL

Members Present: Campbell, Lukas & Millan

Absent: Gifford & Landru

Others present: Scott Sternhagen, Jason Hilger, Teresa Erler and Lisa Kalata

### APPROVE AMENDED AGENDA

Motion by Lukas to approve the amended agenda as read, seconded by Campbell. All present voting AYE. Motion carried.

### APPROVE MINUTES FROM THE AUGUST 5, 2015 FINANCE & PUBLIC PROPERTY MEETING

Motion by Campbell to approve the minutes of the August 5, 2015 Finance & Public Property meeting, seconded by Lukas. All present voting AYE. Motion carried.

### PERSONAL APPEARANCE BY SCOTT STERNHAGEN, TO DISCUSS THE 2014 AUDIT REPORT

Scott walked the committee through the 2014 audit report and management letter. The general fund was down by \$114,194 but the rest of the funds had an increase. The County has \$3.3 million as an unassigned balance, which is good; but for a county of this size he would like that balance to be a little higher. It was noted in the management letter that budget amendments should be happening throughout the year when revenue and expenditures change significantly.

### PERSONAL APPEARANCE BY JASON HILGER, TO DISCUSS FINANCIAL CONSULTANT OPTIONS

Jason Hilger presented his resume and qualifications as a CPA and Finance director of Vilas County and what he could do for Forest County on a consulting basis. The follow is the scope of work: assist with budget process, review the levy limit calculations, provide levy strategies, budget review and identification of opportunities for efficiencies, assist with correcting audit deficiencies, review highway operations, review conversion of the highway fund to an enterprise fund and other tasks which may be assigned by the Forest County Finance committee. Jason also presented a contract for the services which can be cancelled at any time by either party without penalty.

### POSSIBLE APPROVAL OF CONSULTING WITH JASON HILGER FOR FINANCIAL NEEDS

Motion by Campbell to contract with Jason Hilger for the review of the 2016 budget with the amount not to exceed \$2000 contingent on approval of contract from Corporation Counsel, Paul Payant, seconded by Lukas. All present voting AYE. Motion carried.

#### POSSIBLE APPROVAL OF REQUESTS FROM IT DIRECTOR FOR HIGHER GROUND UPGRADE, QUARTERLY BACKUP AND ADDITIONAL WIRELESS ACCESS POINTS

Teresa Erler would like to update the server at the Sheriff's department with money that was budgeted in 2015 under 911 outlay in the amount of \$18,826. She would also like to purchase an external hard drive for backup purposes to be stored off site for security. This would cost \$1432.18 and this amount is in the 2015 budget under IT support. She would also like to add two more wireless networks and bundle the services we currently have at a cost of \$6401 which is also in the 2015 budget under IT support. Motion by Campbell to approve the purchases as indicated by IT Director, seconded by Lukas. All present voting AYE. Motion carried.

#### DISCUSS FINANCIAL MANAGEMENT POLICIES

There were no updates at this time

#### DISCUSS 2016 BUDGET AND SET DATES FOR FUTURE MEETINGS

The 2016 budget was discussed however not all figures are in for renewals at this point. The final meeting date for budget will be October 13, 2015 @ 6:30 p.m. as the summary budget will be sent to paper on October 16, 2015.

#### ADJOURNMENT

There being no further business, motion by Lukas to adjourn, seconded by Campbell. All present voting AYE. Motion carried. Meeting adjourned at 8:50 p.m.

- These minutes are not official and are subject to change. They will be officially approved at the next scheduled Finance and Public Property meeting.