

MINUTES

Eau Claire County
Committee on Finance and Budget
Thursday, June 8, 2017 / 4:30 pm

721 Oxford Avenue
Eau Claire County Courthouse – Room 1273
Eau Claire, WI 54703

Members present: Supervisors Jim Dunning, Stella Pagonis, Mike Conlin, Nick Smiar and Robin Leary

Staff present: Kathryn Schauf, County Administrator; Amy Wong, Finance Director; Janet Loomis, County Clerk; Sharon Rasmusson

Others present: James Engle, Town of Ludington

Chairperson Jim Dunning called the meeting to order at 4:30 pm.

Confirmation of Compliance with Open Meetings Law

Meeting confirmed.

Public Comment Period (15 minutes max)

No public comment.

County Clerk / Awarding Bids for the Spring 2017 Sale of Tax Deed Property / Discussion – Action (bid opening on Monday, June 5th – info to be brought to meeting)

Janet Loomis, County Clerk was in attendance to review with the committee the bids awarded for the Spring 2017 tax deed property sale. Motion by Supervisor Leary to accept bids as presented. Said bids will be presented at the June 20, 2017 county board meeting. Motion carried.

Update on 2016 Final Budget / Discussion

An update regarding the 2016 final budget was provided by Amy Wong, Finance Director and Kathryn Schauf, County Administrator. This report will be revised and brought back to the Committee for their July meeting. A final report will be presented to the county board. Discussion also included non-lapsing accounts as well as incorporating financial policies.

2017 Budget / 1st Quarter / Discussion

General review.

2018 Budget / Discussion

- * Timeline (review only)
- * Budget Survey (final review). Both Kathryn Schauf and Sharon Rasmusson will edit. It is projected that the budget survey will be online by July 1, 2017.
- * Capital Projects – updated list provided to the committee.
- * Budget Guidelines. Staff stated that the budget guidelines were emailed to all department managers.

Finance Department Process Analysis / Update on Transition / Discussion

Automated accounts payable process update is going on. New payroll administrator hired June 5, 2017. Working with electronic timekeeping issues.

Financial Activity Updates / Discussion - Action

- * County Sales Tax Report. Committee reviewed.
- * County Board Chair Vouchers. None
- * Line Item Transfers: Motion by Supervisor Conlin to postpone until next month.

Review / Approval of Committee Minutes / Discussion – Action

- May 11, 2017: Motion by Supervisor Smiar to approve of the May 11, 2017 minutes as amended. Motion carried.

Schedule Next Meeting and Agenda Items: Next meetings – July 13, 2017 (regular meeting); July 27, 2017 (public input session at Village of Fall Creek City Hall; August 10, 2017 (regular meeting at 4:30 pm and public input session at 6:30 pm.

Committee adjourned at 6:09 pm.

Respectfully submitted,

Sharon Rasmusson
Committee Clerk