

FINANCE COMMITTEE MINUTES

Room 213, West Square Building, Baraboo WI

Tuesday, April 12, 2016

Members present: Tommy Lee Bychinski, Wally Czuprynko, Joan Fordham, Marty Krueger and Andrea Lombard

Others present: Kerry Beghin, Liz Geoghegan, Tom Kriegl, Brentt Michalek, Aaron Pape, Brad Viegut

The meeting was called to order by Chairperson Bychinski at 8:30 AM. Certification of open meeting compliance was given.

Motion by Lombard, second by Fordham to adopt the agenda. Motion carried. Motion by Lombard, second by Fordham to adopt the minutes of previous meetings on March 8,11 and 22, 2016. Motion carried.

Public Comment: None

Communications: None

Consider change to Conservation, Planning & Zoning outlay list.

Michalek and Pape described the use of a rainfall simulator. Funds are available in educational supplies, but since over \$5,000, the capital outlay list needs updating. **Motion by Fordham, second by Lombard to approve the outlay list change. Motion carried.**

Discussion of possible debt refunding opportunity.

Brad Viegut from Robert W Baird & Company described an opportunity to refund existing bonded debt with lower interest rate debt, as well as an ability to apply general fund balance. Future capital requirements, future debt requirements, fund balance, and Moody's rating were discussed. Viegut will attempt to attend the May County Board meeting to make a presentation on the various ways to refund existing bonded debt; if he is unavailable, the presentation will occur in June.

Discussion of budget process, policies and priorities, timeline.

The Committee discussed gathering public input. **Motion by Fordham, second by Krueger, to approve the budget policies and priorities, as well as the timeline for 2017. Motion carried.**

Discussion and possible resolution Assigning Funds as of December 31, 2015 and Amending the 2016 Budget for These Assignments.

Beghin reviewed the use of carried forward funds, the purpose and sources. Oversight committees have reviewed the departmental Carry forwards. **Motion by Krueger, second by Czuprynko to assign Funds as of December 31, 2015 and Amending the 2016 Budget for These Assignments. Motion carried.**

Presentation of County financial reports.

Beghin updated the Committee on 2015 results pending completion of some outstanding items and the audit. Of note, Human Services staff were able to complete all billings for 2015, overcoming the difficulties of a transition in software and management. It was the consensus of the Committee to transfer contingency funds to the Health Care Center for the anticipated Home Care overage. **Motion by Krueger, second by Fordham, to accept the report and convey thanks to the Human Services staff for their diligent work. Motion carried.**

Treasurer's Department Update.

Geoghegan reviewed departmental activities. **Motion by Fordham, second by Lombard to accept the Treasurer's monthly report and approve payment of Treasurer's Department invoices in the amount of 1,531,576.54. Motion carried.**

Accounting Department Update. Beghin highlighted departmental activities. **Motion by Lombard, second by Krueger to accept the monthly and approve payment of Accounting Department invoices in the amount of \$12,693.74 and County invoices in the amount of \$3,207,379.44. Motion carried.**

Public Comment: None

Next regular Finance Committee meeting will be Tuesday, May 10, 2016, 8:30 AM.

Motion by Lombard, second by Czuprynko to adjourn the meeting. Motion carried.

Respectfully submitted,

Andrea Lombard
Finance Committee Secretary