

MINUTES

Eau Claire County
Committee on Finance and Budget
Thursday, September 8, 2016 / 4:30 pm

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

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

Staff present: Kathryn Schauf, County Administrator; Scott Rasmussen, Finance Director; Keith Zehms, Corporation Counsel; Janet Loomis, County Clerk; Diane Cable, Human Services Director;

Others present: Brock Geyen, CliftonLarsonAllen; Supervisor Bates, Andrew Doud; Brandon and Desiree Adkins

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

Proposed Tax Deed Sale / Gas Station / Discussion – Action

Owner of this gas station in the City of Eau Claire spoke with the committee in May 2016 and requested that the interest and penalties be lifted. Mr. Nardo had filed personal bankruptcy January 2004. He stated that because of the bankruptcy filing, he thought he no longer owned the property; however, later discovered in a letter he received from the Wisconsin Department of Administration that due to possible contamination, this property was not taken in the bankruptcy proceedings.

Nardo stated that as of April 2015, the mailing address for CCF, Inc. was changed to 9431 Washington Circle, Chanhassen, MN. Nardo claims that in September 2015, he informed Eau Claire County of this change of address; yet he stated he never received a notice of back taxes due from the county. The taxes go back to 2005.

Assistant Corporation Counsel recommends that the county can now proceed with tax deed. Motion by Supervisor Pagonis to move forward and take the property on the corner of Vine and Third Street as tax deed. Motion carried.

Proposed Resolution / File No. 16-17/041 “Authorizing the Sale of Tax Deed Property to the Village of Fairchild for \$1.00; Directing Corporation Counsel to Prepare a Quit Claim Deed on the Described Property; Directing the County Clerk to Execute Said Quit Claim Deed on Behalf of Eau Claire County / Discussion – Action

Motion by Supervisor Leary to authorize the sale of tax deed property to the Village of Fairchild for \$1. Motion carried.

Claim of Brandon and Desiree Adkins vs. Eau Claire County / Discussion – Action

Corporation Counsel, Keith Zehms reviewed the statutory provisions for claims filed against the county. Motion by Supervisor Leary to disallow the claim. Motion carried 3-1.

Human Services Dept. Report on 2015 Final Budget and 2016 Fiscal Year Projections / Discussion

Due to a retirement and vacation of select staff members, a report on the final 2015 budget and 2016 fiscal year projections was not ready, but will be brought to the next meeting. Diane Cable, Human Services Director, indicated she had no concerns to report at this time.

County Audit Review / Discussion - Action

Brock Geyen, CliftonLarsonAllen was present and reviewed with the committee the draft audit and made recommendations in the audit report what areas can be improved upon. Mr. Geyen will provide an update to the County Board at their meeting on Tuesday, September 20, 2016.

Handling of Vouchers and Payments over \$10,000 / Discussion – Action *

Keith Zehms, Corporation Counsel, provided a memo to the committee with regard to the handling of vouchers and payments over \$10,000. CliftonLarsonAllen is currently doing a study on internal controls for the county, including the issue of disbursements over \$10,000. It was determined that any change in the current process should be consistent with the recommendations of CliftonLarsonAllen regarding internal controls. Once that is done, Corporation Counsel will draft code language with affirmation by the county board.

Internal Controls / Progress, Planning and Priorities / Discussion – Action

Update was provided on the internal controls that have been implemented.

2017 Budget Process Update / Discussion-Action

County Administrator Kathryn Schauf reviewed with the Committee the department budgets that will be submitted to the Committee on Finance & Budget. Looking at grouping departments this year.

Finance Department Financial Matters / Discussion-Action

Committee reviewed an updated copy of the county sales tax report. No County Board Vouchers or Line Item Transfers were submitted.

Committee Review/Approval of Minutes / Discussion – Action

- July 14, 2016
- July 19, 2016
- July 28, 2016
- August 16, 2016

Motion by Supervisor Leary to approve of the committee minutes of July 14, 2016, July 19, 2016, July 28, 2016 and August 16, 2016 as written. Motion carried.

Future Agenda Items / Set Next Meeting

Budget meetings will be held as follows: September 22, 2016; September 23, 2016; October 3, 2016; October 5, 2016 and October 6, 2016.

Committee adjourned at 7:15 pm.

Respectfully submitted,

Sharon M. Rasmusson
Committee Clerk