

**EXECUTIVE COMMITTEE MINUTES
MONDAY, DECEMBER 1, 2008**

Minutes of the Monday, December 1, 2008 Executive Committee meeting.

At 1:00 p.m. Chair Weiss called the meeting to order.

MEMBERS PRESENT: Supv. Wedde and Chair Weiss

OTHERS PRESENT: Ruth Zouski, Deb Behringer, Elaine Wedell and Donna Teschner.

APPROVAL OF AGENDA: A motion was made by Supv. Wedde, seconded by Chair Weiss, to approve the agenda. Motion carried.

APPROVAL OF MINUTES: A motion was made by Supv. Wedde, seconded by Chair Weiss, to approve the minutes of the prior meeting. Motion carried.

PUBLIC COMMENTS: None.

REPORTS:

The auditors are on site this week. Deb will attempt to begin the process of documentation of all internal processes per the management letter from 2007.

Ruth Zouski indicated that the County has received a claim from Dan Wills, an inmate that was in the facility in 2007.

Elaine Wedell distributed the sales tax information for October and November, as well as the investment report and October bank reconciliation. Town of Mount Morris will have charge-backs.

OLD BUSINESS

Wilke Property. The tenants have until Thursday, December 4 to move. The court granted the notice of eviction.

NEW BUSINESS

Discussion Regarding Charge For Special Assessment Letters. Elaine shared copies of special assessment letters that are requested by Title Companies for closings. She requested permission to begin charging for the letters. A motion was made by Supv. Wedde, seconded by Chair Weiss, to charge \$10 for the special assessment letters. Motion carried.

Bid Opening for Tax Foreclosed parcel. Parcel 291-3474-0060 in the City of Wautoma, appraised value was lowered to \$3,000 and re-advertised. Two bids were received: Gary and Judy Burton for \$3,000; Kasey C. Sipiorski for \$3,351. A motion was made by Supv. Wedde, seconded by Chair Weiss, to accept the bid from Kasey Sipiorski for \$3,351. Motion carried.

Approval of Resolution for Cancellation of Outstanding Checks. Elaine presented a resolution to cancel checks that are presumed lost. A motion was made by Supv. Wedde, seconded by Chair Weiss, to recommend the resolution to the full County Board. Motion carried.

**EXECUTIVE COMMITTEE MINUTES
MONDAY, DECEMBER 1, 2008**

Approval of Purchase – GCS Upgrade for Cash Receipting Program: Elaine and Donna explained the inability of the Springbrook/GCS interface to recognize receipts from prior years. This causes a problem during the end of the year and the first few months of the new year. GSC has provided a quote for \$2,500 to patch the import correcting the problem. Elaine and Donna both indicated that the two respective budgets do not have sufficient funds to cover the software upgrade. The Committee discussed the efficiency advantages of correcting the problem. A motion was made by Supv. Wedde, seconded by Chair Weiss, to allow the upgrade to proceed. Motion carried.

Approval of October/November Check Register. A motion was made by Supv. Wedde, seconded by Chair Weiss, to approve the check registers. Motion carried.

Approval of Addendums – 2008 - Aging; Sheriff; Health. A motion was made by Supv. Wedde, seconded by Chair Weiss, to approve the addendums. Motion carried.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Debra S. Behringer
Administrative Coordinator

/dsb