

## MINUTES

Eau Claire County  
Committee on Finance and Budget

Monday, February 4, 2019 / 4:30 pm  
Eau Claire County Courthouse – Room 1273  
Eau Claire, WI 54703

**Members present:** Supervisors Steve Chilson, Jim Dunning, Robin Leary, Stella Pagonis

**Members absent:** Supervisor Gerald Wilkie

**Staff present:** Norb Kirk, Finance Director; Amy Weiss, Senior Accounting Manager; Keith Zehms, Corporation Counsel

Chair Stella Pagonis called the meeting to order at 4:30 pm and confirmed compliance with open meetings law.

There were no members of the public present.

Keith Zehms reviewed his recommendations for the review of Vouchers over \$10,000. There is no legal obligation to approve the individual payments. Supervisor Steve Chilson made a motion that, effective immediately, the wording should be changed from approval of vouchers over \$10,000 to review of vouchers over \$10,000. Supervisor Jim Dunning seconded. Further discussion was held regarding a final answer on what is required by the state statutes. The motion passed unanimously, 4-0.

Norb Kirk reviewed the proposed title change for the Payroll Assistant. The committee supports the title change to Payroll Specialist. Supervisor Jim Dunning made a motion to change the title of the Payroll Assistant to the Payroll Specialist. There was no further discussion and the motion passed unanimously, 4-0.

Norb Kirk reviewed current compensatory time policies and practices.

Norb Kirk reviewed preliminary estimates for general fund activity for the year ended December 31, 2018. This estimate is based on actuals and department prepared projections.

The committee reviewed the fourth quarter trended personnel report.

The committee discussed the local effects of the government shutdown. Concerns were brought forth regarding federal funding limitations and the effects on local citizens and programs.

The committee reviewed the February sales tax report, for receipts earned in November 2018. The committee expressed concerns over tracking and receipt of taxes earned on internet sales.

Supervisor Jim Dunning moved approval of the regular committee meeting minutes from January 7, 2019, as presented. There was no further discussion and the motion passed unanimously, 4-0.

Finance & Budget will be meeting with the Committee on Administration on February 14 at 3:00 pm. The next regular meeting is March 4, 2019 at 4:30.

The meeting was adjourned at 6:24 pm.

Amy Weiss  
Committee Clerk