

The Florence County Audit, Budget, and Administrative Committee met at the Courthouse on August 13, 2013. The meeting was called to order by the Chair. Members present were Supervisors: Bomberg, Johnson, and Kelley. Excused: Supervisor Gardner and Supervisor Erickson. Absent: None.

Moved by Supervisor Bomberg, seconded by Supervisor Johnson to approve the Agenda, as presented. Ayes: Three (3). Nays: None (0). Motion carried.

Moved by Supervisor Bomberg, seconded by Supervisor Johnson to approve the minutes for the July 9<sup>th</sup> and July 16<sup>th</sup> meetings, as read. Ayes: Three (3). Nays: None (0). Motion carried.

Next on the Agenda, the Florence County Fair Board was invited to discuss purchasing Special Liability Insurance for the upcoming fair. At the request of the Counties Liability Insurance Company the Committee informed the Fair Board that this extra Liability Insurance Policy is something the County will require all persons that use the Counties buildings and grounds unless they can show proof they have their own liability insurance.

Jessica Klumpp, Fair Director, stated that the Fair did not budget for this extra expense and all money went into the new pavilion/kitchen at the fairgrounds. The Committee understands the last minute notice and will purchase the Liability Insurance for the 2013 Fair but for future activities at the fairgrounds the County would like the Fair Board to either purchase a full year of liability insurance to cover all their activities or just purchase liability insurance for the special events. The Fair Board thanked the Committee and said they will look into the cost for 2014.

Moved by Supervisor Bomberg, seconded by Supervisor Johnson to approve the Committee to pay for the Florence County Fair Special Event Liability Insurance not to exceed \$3,500. Ayes: Three (3). Nays: None (0). Motion carried.

JoAnne Friberg, County Treasurer, gave an update on her monthly report. She stated nothing unusual for the month and with authorization from the Committee she will reinvest the 1 CDAR's certificate of deposit which reached maturity in the best interest of the County.

Moved by Supervisor Johnson, seconded by Supervisor Bomberg to approve the Treasurer's monthly report, as presented. Ayes: Three (3). Nays: None (0). Motion carried.

Karlyn Osterberg, County Financial Manager, reported nothing unusual for the month. She then handed out a report from Zoning showing a detailed list of dated deposits over the past 5 years to address the auditor's findings from the 2012 Annual Financial Report.

Moved by Supervisor Bomberg, seconded by Supervisor Johnson to approve the Financial Manager's monthly report, as presented. Ayes: Three (3). Nays: None (0). Motion carried.

Ms. Osterberg next presented the Committee with the new 3-year proposed contract with our current Auditor, Schenk Business Solutions. She informed the Committee of an increase of \$300.

Moved by Supervisor Johnson, seconded by Supervisor Bomberg to approve the new 3-year contract with Schenk Business Solutions. Ayes: Three (3). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Bomberg to approve all bills submitted by the Clerk including the additional bills, with the exception for clarification on a voucher to First National Bank of Niagara for prepaid debit cards and a voucher from Forestry on an invoice for clothing reimbursement and authorize the Clerk to issue orders for the payment of the same. Ayes: Three (3). Nays: None (0). Motion carried.

Moved by Supervisor Bomberg, seconded by Supervisor Johnson to approve the Financial Manager to send out the 2014 budget letter and worksheets to begin the budget process. Ayes: Three (3). Nays: None (0). Motion carried.

Under Committee concerns, Chairman Kelley asked to have something put in the paper with the current contact information for Mr. Chuck Lantz with the Dickinson County Veterans Service Office. With the resignation of our current Veterans Service Officer, Mr. Lantz will be assisting our Florence County Veterans until further notice.

There being no further business and on a motion made, seconded, and carried the meeting was adjourned.

Respectfully submitted,

Donna Trudell  
County Clerk