



MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1
SPARTA, WISCONSIN 54656
PHONE 608-269-8705
FAX 608-269-8747
www.co.monroe.wi.us

AMENDED NOTICE OF MEETING

COMMITTEE: FINANCE MEETING
TIME: 9:00 a.m.
PLACE: Justice Center
Monroe County Board Assembly Room
South Side/Oak Street Entrance
112 South Court St./1st Floor Rm 1200
Sparta, WI 54656
DATE: Wednesday, February 17, 2021

****PUBLIC:** Due to the COVID-19 Pandemic, you may access this meeting remotely:

Wednesday, Feb. 17, 2021 9:00 am | 3 hours | (UTC-05:00) Central Time (US & Canada)

<https://monroecountywi.webex.com/> or **Join by phone:** +1-404-397-1516 United States Toll

Meeting Number: 187 229 5339

Access Code: 187 229 5339

Password: Finance

SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Next Month's Meeting Date/Time
3. Minutes Approval of January 20, 2021 and January 27, 2021
4. Request for Credit Card Approval – Discussion/Action
 - a. Sheriff's Office
5. Notice of Budgetary Adjustment(s) – Discussion/Action
 - a. Highway
 - b. ADRC
 - c. Land Conservation
 - d. Health Department (2)
 - e. Rolling Hills (4)
 - f. Personnel
6. Request for Line Item Transfer(s) – Discussion/Action
 - a. Health Department/WIC
 - b. Justice Programs
 - c. Medical Examiner
 - d. Emergency Management
 - e. Finance
7. Fiscal Note on Resolution – Discussion/Action
 - a. Resolution Authorizing the Application for Outdoor Recreation Aids
 - b. Resolution Authorizing Monroe County to Submit Grant Application for Acquisition and Demolition of Properties Damaged by the August 2018 Flooding Event
 - c. Resolution Authorizing Monroe County to Submit Grant Application for the Modernization of the Tri-Creek Dam Flood Warning System
8. Treasurer
 - a. Monthly Treasurer's Report
 - b. Treasurer Department Monthly Report Review

**FINANCE MEETING
February 17, 2021 Agenda**

9. Finance
 - a. Monthly Financial Report
 - b. Finance Department Monthly Report Review
10. Bond Rating
11. Long Term Callable Debt Discussion
12. Monthly Approvals – Discussion/Action
 - a. Notice of Donations/User Fees Received Budget Adjustment
 - b. County Disbursement Journal Approval
 - c. County Board Monthly Per Diem and Voucher Approval
13. Items for next month's agenda
14. Adjournment

Cedric Schnitzler, Committee Chair

Date notices mailed: February 15, 2021

Due to the COVID-19 Pandemic, the Monroe County Board will be following CDC recommendations. We will keep distancing of at least 6 feet. Sanitizers will be on location. We ask that if you are running a temperature or not feeling well, please do not place others at risk.

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.



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February 17, 2021 Agenda**

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Cedric Schnitzler, Committee Chair
Date notices mailed: February 11, 2021

Due to the COVID-19 Pandemic, the Monroe County Board will be following CDC recommendations. We will keep distancing of at least 6 feet. Sanitizers will be on location. We ask that if you are running a temperature or not feeling well, please do not place others at risk.

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.

Finance Committee
January 20, 2021

Present: Cedric Schnitzler, Wallace Habhegger, David Pierce, Mark Halverson

Absent: Toni Wissestad

Others: Diane Erickson, Garry Spohn, Linda Smith, Tiffany Giesler, Ron Hamilton, Jeremiah Erickson, Rick Folkedah, Wes Revels, Stan Hendrickson, Debra Carney

WebEx: Bob Micheel, Tina Osterberg, Sara Schnoor, Michelle Tryggestad

The meeting was called to order at the Monroe County Board Assembly Room at 9:00 a.m. by Chair Cedric Schnitzler.

- Next meeting date – Wednesday, February 17, 2021 regular meeting in the Monroe County Assembly Room at 9:00 a.m. A special meeting will be held on February 10, 2021 at 2:00 p.m.
- Minutes Approval - Motion by David Pierce second by Mark Halverson to approve the December 16 and December 17 minutes. Carried 4-0.
- Rolling Hills Re-Purpose of Funds – Motion by Wallace Habhegger second by David Pierce to approve re-purpose of funds. Linda Smith, Nursing Home Administrator explained the 2020 re-purpose of funds in the amount of \$69,000.00 for the new building project. Carried 4-0.
- Rolling Hills Re-Purpose of Funds – Motion by Wallace Habhegger second by Mark Halverson to approve re-purpose of funds. Linda Smith, Nursing Home Administrator explained the 2021 re-purpose of funds in the amount of \$2,616.00 for air handler repairs. Carried 4-0.
- Request for Line Item Transfer(s) -
 - a. Child Support – Motion by Wallace Habhegger second by David Pierce to approve line item transfer. Diane Erickson, Finance Director explained the 2020 line item transfer in the amount of \$1,500.00 for router. Carried 4-0.
 - b. Land Conservation – Motion by Mark Halverson second by David Pierce to approve line item transfer. Bob Micheel, Land Conservation Department Director explained the 2020 line item transfer in the amount of \$2,890.00 for phone, copier and project expenses. Carried 4-0.
 - c. Health Department – Motion by David Pierce second by Mark Halverson to approve line item transfer. Tiffany Giesler, Health Director explained the 2020 line item transfer in the amount of \$12,000.00 for block grant supplies for equipment necessary for Covid-19. Carried 4-0. Motion by David Pierce second by Mark Halverson to approve line item transfer. Tiffany explained the 2020 line item transfer in the amount of \$8,900.00 for phone, internet and salaries. Carried 4-0.
 - d. County Clerk – Motion by Wallace Habhegger second by David Pierce to approve line item transfer. Shelley Bohl, County Clerk explained the 2020 line item transfer in the amount of \$2,050.00 for salaries, copier expenses and mileage. Carried 4-0.
 - e. Land Records – Motion by Wallace Habhegger second by David Pierce to approve line item transfer. Jeremiah Erickson, GIS Specialist, LIO explained the 2020 line item transfer in the amount of \$10,594.52 for GPS units, cost to place new imagery to website and ESRI license. Carried 4-0.
- Notice of Budgetary Adjustment(s) -
 - a. Land Records – Motion by David Pierce second by Mark Halverson to approve budget adjustment. Jeremiah Erickson, GIS Specialist, LIO explained the 2021 budget adjustment in the amount of \$7,000.00 for GIS server, ESRI license and GPS tablet screen. Carried 4-0.
 - b. Maintenance – Motion by Mark Halverson second by David Pierce to approve budget adjustment. Garry Spohn, Property Manager explained the 2021 budget adjustment in the amount of \$9,000.00 for defibrillators. Carried 4-0. Motion by Mark Halverson second by Wallace Habhegger to approve budget adjustment. Garry Spohn explained the 2021 budget adjustment in the amount of \$5,750.00 for batteries. Carried 4-0.

- c. Economic Development and Tourism – Motion by David Pierce second by Mark Halverson to approve budget adjustment. Tina Osterberg, County Administrator explained the 2021 budget adjustment in the amount of \$4,485.00 for bike stations. Carried 4-0.
 - d. Human Services – Motion by David Pierce second by Mark Halverson to approve budget adjustment. Ron Hamilton, Human Services Director explained the 2020 budget adjustment in the amount of \$26,292.00 for Covid-19 Child Welfare Emergency Payments. Carried 4-0. Motion by David Pierce second by Wallace Habhegger to approve budget adjustment. Ron Hamilton explained the 2020 budget adjustment in the amount of \$328,522.65 for Comprehensive Community Support Program revenue and expenses. Carried 4-0.
 - e. Sheriff – Motion by Wallace Habhegger second by Mark Halverson to approve budget adjustment. Wes Revels, Sheriff explained the 2020 budget adjustment in the amount of \$8,389.87 for Speedwave Grant. Carried 4-0.
 - f. Jail – Motion by Wallace Habhegger second by David Pierce to approve budget adjustment. Stan Hendrickson, Jail Administrator explained the 2021 budget adjustment in the amount of \$29,000.00 for Guard Tour Time Keeping System. Carried 4-0. Motion by Wallace Habhegger second by Mark Halverson to approve budget adjustment. Stan Hendrickson explained 2021 budget adjustment in the amount of \$22,000.00 for Guard Tour Time Keeping System interface with Zuercher. Carried 4-0.
 - g. Finance – Motion by Mark Halverson second by David Pierce to approve budget adjustment. Diane Erickson, Finance Director explained the 2020 budget adjustment in the amount of \$81,085.66 for Cares Act Routes to Recovery funding. Carried 4-0.
- Resolution for Reauthorization of Self-Insurance. Motion by David Pierce second by Mark Halverson to approve resolution and forward to the full board for approval. Shelley Bohl, County Clerk explained authorization to continue as a self-insured entity for worker's compensation insurance. Carried 4-0.
- Treasurer
 - a. Debra Carney provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report.
 - c. Rolling Hills Bond Proceeds Investment – PMA Financial Network. Sara Schnoor explained that funds will be invested to maximize funding. Money will need to be available for draws. Discussion. Motion by Wallace Habhegger second by Mark Halverson to allow PMA to work with bonding funds. Carried 4-0.
- Finance
 - a. Diane Erickson provided the Monthly Financial Report.
 - b. Finance Department Monthly Report.
- Per Diem Discussion – None.
- Monthly Approvals –
 - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Mark Halverson second by Wallace Habhegger to approve notice of donations/user fees received budget adjustment. Carried 4-0.
 - b. Monthly Disbursement Journal – Motion by Wallace Habhegger second by David Pierce to approve disbursement journal. Carried 4-0.
 - c. Monthly Per Diems and Vouchers - Motion by David Pierce second by Mark Halverson to approve Monthly County Per Diems and Vouchers. Carried 4-0.
- Items for next month's agenda – Per Diem Payments, Bond Rating.
 - Motion by Wallace Habhegger second by David Pierce to adjourn the meeting at 10:03 a.m. Carried 4-0.

Shelley Bohl, County Clerk
Recorder

Finance Committee
January 27, 2021

Present: Cedric Schnitzler, Wallace Habegger, David Pierce, Toni Wissestad, Mark Halverson
Others: Tina Osterberg, Diane Erickson, Mary Cook, Linda Smith, Garlynn Brookshaw
WebEx: Bradley Viegut

The meeting was called to order at the Sparta American Legion at 5:30 p.m. by Chair Cedric Schnitzler.

- Resolution Awarding the Sale of \$16,000,000 General Obligation County Building Bonds. Motion by Wallace Habegger second by Toni Wissestad to approve resolution and forward to the full board for approval. Bradley Viegut, Managing Director from Baird explained. Discussion. Carried 5-0.
- Motion by David Pierce second by Toni Wissestad to adjourn the meeting at 5:38 p.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder

Request for Credit Card Approval


Department: Sheriff


Committee: Public Safety

<u>Name of Card Holder</u>	<u>Title of Postion</u>	<u>Credit Card Limit</u>
Beau Oliver - #33	Patrol Deputy	\$1,000

Justification for Credit Card(s):

Office Supplies / Training and Education

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 

Following this acceptance please forward to the County Clerk's Office.

Date Approved By Finance Committee: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: January 21, 2021
 Department: Highway
 Amount: \$250,000.00
 Budget Year Amended: 2021

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

Delivery of two Patrol Trucks was originally programmed and budgeted in 2020. Manufacturing delays have caused the delivery to now be projected for February. We are requesting the transfer of funds for F/Y 2020 to 2021.

Revenue Budget Lines Amended:

<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
73310281	493000		Funds Balance Applied	\$ -	\$ 250,000.00	\$ 250,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 250,000.00	

Expenditure Budget Lines Amended:

<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
73310281	581000		Capital Outlay-Equipment	\$ 1,458,000.00	\$ 250,000.00	\$ 1,708,000.00
						\$ -
						\$ -
Total Adjustment					\$ 250,000.00	

Department Head Approval:  1/18/2021

Date Approved by Committee of Jurisdiction: 1/21/2021

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: 2/17/2021

Date Approved by County Board: 2/24/2021

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

Budget Adjustment

Purpose

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 2, 2021
 Department: Human Services - ADRC
 Amount: \$1,217.00
 Budget Year Amended: 2021

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

The amount of \$1217 was approved by the Wisconsin DOT to be paid from our trust fund account using DOT funds. The funds are held in a bank account locally. The funds will be transferred from the bank account to the general checking to cover the payment to adapt our 2020 5310 award vehicle out of the Motor Vehicle Oper & Maint account. This adjustment will increase the Motor Vehicle-Op & Maint. budget to cover the needed adaptations.

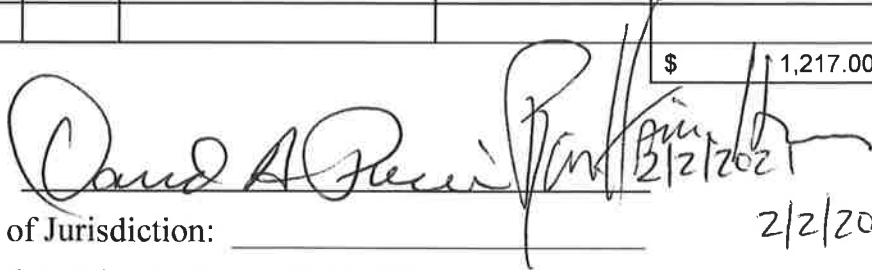
Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24966100	493000		Fund Balance Applied	\$ 10,400.00	\$ 1,217.00	\$ 11,617.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 1,217.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24966100	524510		Motor Vehicle-Op & Maint.	\$ 12,000.00	\$ 1,217.00	\$ 13,217.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 1,217.00	

Department Head Approval: _____


 David A. P...
 2/2/2021

Date Approved by Committee of Jurisdiction: _____

2/2/2021

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 4, 2021
 Department: LCD
 Amount: \$1,650.00
 Budget Year Amended: 2020

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

The wildlife abatement program received additional deer donations (24) than originally anticipated.
 No county levy dollars are involved.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
16945000	435800		WILDLIFE DAMAGE & ABA	\$ 25,000.00	\$ 1,650.00	\$ 26,650.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 1,650.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
16945000	521710		WILDLIFE DAMAGE & ABA	\$ 25,000.00	\$ 1,650.00	\$ 26,650.00
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 1,650.00	

Department Head Approval: Bob Michel 2-5-21
 Date Approved by Committee of Jurisdiction: Nedje VanWyckon 2/10/21
Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____
 Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 2, 2021
 Department: Health
 Amount: \$3,500.00
 Budget Year Amended: 2021

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

Received funding from *Kindness Community, Inc.* for the purpose of providing Pack N Plays, *Cribs for Kids* and books for the RED program, Safety For All Kids (SAK Pack) program for Monroe County income eligible children and families. The funding supports the goal of decreasing childhood injuries and death as well as improving literacy rates by educating parents on the importance of reading to their children.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	485000	HS410	Cribs for Kids	\$ -	\$ 2,000.00	\$ 2,000.00
24110000	485000	HS423	RED Program	\$ -	\$ 1,000.00	\$ 1,000.00
24110000	485000	HS420	SAK Pack	\$ -	\$ 500.00	\$ 500.00
Total Adjustment					\$ 3,500.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	534050		Block Grant Supplies	\$ 13,000.00	\$ 3,500.00	\$ 16,500.00
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 3,500.00	

Department Head Approval:

Tiffany E. Miller

Date Approved by Committee of Jurisdiction:

Carol A. Reese 2-2-21

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 2, 2021
 Department: Health
 Amount: \$31,000.00
 Budget Year Amended: 2021

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

Received \$48,685 from Wisconsin Department Of Health Services for incident management for Early Crisis Response, Jurisdictional Recover, Information Management, Countermeasures and Mitigation, Surge Management and Bio surveillance Need to rollover form 2020 to 2021

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustmen	Final Budget
24110000	435527	HD195	Preparedness Re	\$ -	\$ 31,000.00	\$ 31,000.00
Total Adjustment					\$ 31,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustmen	Final Budget
24110000	511000		Salary	\$ 644,226.00	\$ 28,742.60	\$ 672,968.60
24110000	515010		Social Security	\$ 39,948.00	\$ 1,676.00	\$ 41,624.00
24110000	515015		Medicare	\$ 9,347.00	\$ 383.00	\$ 9,730.00
24110000	515040		Workman Comp	\$ 2,421.00	\$ 198.40	\$ 2,619.40
Total Adjustment					\$ 31,000.00	

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: Carla A. Reece 2-2-21

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

Budget Adjustment

Purpose

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 17, 2021
 Department: ROLLING HILLS
 Amount: \$69,000.00
 Budget Year Amended: 2021

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

These funds were approved in 2020 as a re-purpose to the building project. We are requesting that these funds be carried over to 2021 to pay for invoices received in relation to the preparation of the building project.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64210560	493000		FUND BALANCE APPLIED		\$ 69,000.00	\$ 69,000.00
						\$ -
Total Adjustment					\$ 69,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64750990	589000		CONSTRUCTION IN PROGRESS	\$ -	\$ 69,000.00	\$ 69,000.00
						\$ -
						\$ -
Total Adjustment					\$ 69,000.00	

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 17, 2021
 Department: ROLLING HILLS
 Amount: \$20,300.00
 Budget Year Amended: 2020

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

ROLLING HILLS RECEIVED STIMULUS MONIES FROM HEALTH & HUMANS SERVICES UNDER THE CARES ACT RELIEF FUND TO BE USED TO PREVENT, PREPARE FOR, AND RESPOND TO COVID-19. THESE ARE UNBUDGETED MONIES AND THEREFORE THE REVENUES AND EXPENSES BUDGETS NEED TO BE ADJUSTED IN ORDER TO FULLFILL THE REQUIREMENTS OF THE STIMULUS.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
6421056	435611		STATE AID - COVID	\$ 8,656.19	\$ 20,300.00	\$ 28,956.19
Total Adjustment					\$ 20,300.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64210120	534260		COVID NURSING SUPPLIES	\$ 162,281.09	\$ 20,300.00	\$ 182,581.09
Total Adjustment					\$ 20,300.00	

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 17, 2021
 Department: ROLLING HILLS
 Amount: \$613,543.73
 Budget Year Amended: 2021

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

These are remaining funds transferred from the general fund approved in a resolution in 2020 to the building project to pay for design and construction bid documents. We would like to carry over the available balance of \$613,543.73 to 2021 for the finalizing the design and construction bid documents.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64210560	493000		FUND BALANCE APPLIED	\$ -	\$ 613,543.73	\$ 613,543.73
						\$ -
Total Adjustment					\$ 613,543.73	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64750990	589000		CONSTRUCTION IN PROGRESS	\$ 69,000.00	\$ 613,543.73	\$ 682,543.73
						\$ -
						\$ -
Total Adjustment					\$ 613,543.73	

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 17, 2021
 Department: ROLLING HILLS
 Amount: \$16,824,248.40
 Budget Year Amended: 2021

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

Adjustment to the 2021 revenue and expenditure budget associated with the \$16,000,000 building project bond.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64750990	491110		BOND PREMIUMS		\$ 662,387.39	\$ 662,387.39
64750990	491100		BOND PROCEEDS		\$ 16,161,861.01	\$ 16,161,861.01
Total Adjustment					\$ 16,824,248.40	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64750990	569100		DEBT ISSUE EXPENSE	\$ -	\$ 112,825.00	\$ 112,825.00
64750990	589000		CONSTRUCTION IN PROGRESS	\$ 682,543.73	\$ 16,711,423.40	\$ 17,393,967.13
						\$ -
Total Adjustment					\$ 16,824,248.40	

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 1, 2021
 Department: Personnel
 Amount: \$3,861.00
 Budget Year Amended: 2021

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

During the compiling of the 2021 budget a decision to be come self-insured for Health Insurance was made. As part of that decision, the budget for the HRA Reimbursement Program was removed from the budget. Unfortunately, we did not take into consideration that employees have three months after the end of the fiscal year to turn in any reimbursable expenses. For this reason, we are requesting to rollforward \$3,861.00 to pay the required administrative costs for processing of these claims. Funds are available to cover these expenses from the 2020 HRA Reimb. Expense account due to lower than anticipated claims.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	493000		Gen Fund Balance Applied	\$ 60,985.00	\$ 3,861.00	\$ 64,846.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 3,861.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11434000	515770		HRA Reimbursements	\$ -	\$ 3,861.00	\$ 3,861.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 3,861.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 

02/09/2021

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

REQUEST FOR LINE ITEM TRANSFER

Date: 2-Feb-21
Department: Health/WIC
Amount: \$700.00
Budget Year Amended: 2020

From Account

Org	Object	Projec	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
24120000	534250		Medical Expenses	\$ 1,900.00	\$ 700.00	\$ 671.00	\$ 1,200.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 700.00		

To Account

Org	Object	Projec	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
24120000	511000		Salaries	\$ 151,678.00	\$ 700.00	\$ 151,853.40	\$ 152,378.00
							\$ -
Total Transfer					\$ 700.00		

Explanation for Transfer:

During 2020, WIC had a Nutrition Educator retire and additional salary and fringe expenses related to retirement payouts

Department Head Approval

Tiffany E. Hieser

Governing Committee Approval

Carol A. Hieser 2-2-21

 If <= \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____

_____ Date

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on : _____

_____ Date

REQUEST FOR LINE ITEM TRANSFER

Date: 2/1/2021
Department: Justice Programs
Amount: \$ 2,710.00
Budget Year Amended: 2020

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12950000	521210	J8000	DRUG TEST - LAB	\$ 67,183.00	\$ 1,110.00	\$ 25,701.39	\$ 66,073.00
							\$ -
12951000	521210		DRUG TEST	\$ 9,530.00	\$ 1,600.00	\$ 5,144.09	\$ 7,930.00
							\$ -
Total Transfer					\$ 2,710.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12950000	511200		OVERTIME	\$ 12,223.00	\$ 300.00	\$ 12,475.27	\$ 12,523.00
12950000	515020		HEALTH INSURANCE	\$ 92,553.00	\$ 800.00	\$ 93,265.02	\$ 93,353.00
12950000	515030		LIFE INSURANCE	\$ 3,870.00	\$ 10.00	\$ 3,860.82	\$ 3,880.00
12951000	515020		HEALTH INSURANCE	\$ 15,261.00	\$ 1,300.00	\$ 16,534.92	\$ 16,561.00
12951000	515025		DENTAL INSURANCE	\$ 740.00	\$ 50.00	\$ 783.96	\$ 790.00
12951000	521415		COMPUTER OPERATION	\$ 47,870.00	\$ 250.00	\$ 48,086.39	\$ 48,120.00
Total Transfer					\$ 2,710.00		

Explanation for Transfer: Transferring 2020 budget money to line items that went over budget for both my main org 12950000 (everything but Drug Court) and Drug Court Org 12951000. Had to use more overtime than anticipated to cover vacant shifts when staff went on unexpected leave. Also, transferring money to make sure health insurance and life insurance line items are not over budget. Lastly, my computer operation line item for Drug Court went over more than anticipated. This is used to pay for our new case management software program called "myevol".

Department Head Approval

Eve Westley 02/01/2021

Governing Committee Approval

Wallan Nabrey 2-8-2021

If <= \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval:

_____ Date

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

_____ Date

REQUEST FOR LINE ITEM TRANSFER

Date: 2/8/2021
Department: Medical Examiner
Amount: \$ 14,162.00
Budget Year Amended: 2020

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11270000	521165		Autopsies Pathological	\$ 41,000.00	\$ 14,162.00	\$ 14,200.00	\$ 26,838.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 14,162.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11270000	511000		Salaries	\$ 88,293.20	\$ 4,822.00	\$ 93,114.22	\$ 93,115.20
11270000	515020		Health Insurance	\$ -	\$ 9,340.00	\$ 9,339.58	\$ 9,340.00
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 14,162.00		

Explanation for Transfer:

Salaries are over for payout to employee who retired. Health insurance was not budgeted. Autopsy expenses are lower than budgeted and can cover cost of salary and health insurance overage.

Department Head Approval

Robert Smith Jr

Governing Committee Approval

Walker Palumbo 2-8-21

If <= \$500:
Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____ _____ **Date**

If > \$500:
Send to County Clerk's Office

FINANCE COMMITTEE Approval given on : _____ _____ **Date**

REQUEST FOR LINE ITEM TRANSFER

Date: 2/8/2021
Department: Emergency Management
Amount: \$ 2,357.00
Budget Year Amended: 2020

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12900000	533010		Conferences/Seminars	\$ 3,819.00	\$ 2,357.00	\$ 722.00	\$ 1,462.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 2,357.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12900000	515020		Health Insurance	\$ -	\$ 2,357.00	\$ 7,609.64	\$ 2,357.00
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 2,357.00		

Explanation for Transfer:

Health Insurance was not budgeted as new employee started during January 2020 and Health Insurance coverage was unknown at budget time. Entire amount of Health Insurance expense doesn't need to be transferred as other Salary & Fringes accounts in the Rollup code are under budget due to position vacant during part of January 2020.

Department Head Approval


 2-8-21

Governing Committee Approval

If <= \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval:

_____ Date

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

_____ Date

REQUEST FOR LINE ITEM TRANSFER

Date: 2/17/2021
Department: Finance
Amount: \$ 6,599.00
Budget Year Amended: 2020

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11510000	533010		Conference/Seminars	\$ 8,460.00	\$ 6,599.00	\$ 180.00	\$ 1,861.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 6,599.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11510000	511000		Finance-Salaries	\$ 683,767.29	\$ 4,377.56	\$ 688,144.85	\$ 688,144.85
1151000	515020		Finance-Health Insurance	\$ 185,073.00	\$ 2,221.44	\$ 189,294.32	\$ 187,294.44
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 6,599.00		

Explanation for Transfer:

Rollup Code for Salary & Fringe is over budgeted amount due to 2 employees leaving employment during 2020 and receiving payouts & another employee having Family Health Insurance coverage where the previous employee had Single coverage.

The budget was able to cover most of the overage due to receiving some Routes 2 Recovery funding for staff that were re-deployed for COVID mitigation tasks. The remaining overage is being covered by expenses that were budgeted for conferences/seminars.

Department Head Approval *Diane Erickson*

Governing Committee Approval _____

If <= \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____ _____ Date

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on : _____
Date

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE APPLICATION FOR
OUTDOOR RECREATION AIDS**

1 **WHEREAS**, Monroe County is interested in maintaining, acquiring and/or developing lands for public
2 outdoor recreation purposes as described in the application, in particular, snowmobile trails; and
3

4 **WHEREAS**, Financial aid is required to carry out the projects; and
5

6 **WHEREAS**, Monroe County has anticipated seeking financial aid for this project by creating a budget
7 sufficient to complete the project or acquisition.
8

9 **NOW, THEREFORE, BE IT RESOLVED**, that the Monroe County Snowmobile Coordinator
10 (Forestry & Parks Administrator) is authorized to act on behalf of Monroe County to:
11

- 12 1. Submit an annual application to the State of Wisconsin Department of Natural
13 Resources for any financial aid that may be available; and
- 14 2. Submit reimbursement claims along with necessary supporting documentation within 6
15 months of project completion date; and
- 16 3. Submit signed documents for completing the project; and
- 17 4. Take necessary action to undertake, direct and complete the approved project.
18

19 **BE IT FURTHER RESOLVED** that Monroe County will comply with state or federal rules for the
20 programs to the general public during reasonable hours consistent with the type of facility; and will
21 obtain from the State of Wisconsin Department of Natural Resources approval in writing before any
22 change is made in the use of the project site.
23

24 Offered this 24th day of February, 2021 by the Natural Resources and Extension Committee.
25

26 Purpose: To apply for and receive state aid for the operation and maintenance of the Monroe County
27 Snowmobile Trails each year. This state aid may include grants for bridges and other recreation
28 facilities.
29

30 Fiscal Note: This resolution will allow Monroe County to apply for state aid for outdoor recreation
31 which will be an annual amount of \$92,610.00 (more or less). All funding comes from the snowmobile
32 registration fund.

Drafted by: Chad Ziegler, Forestry & Parks Administrator

Finance Vote (if required):

___ Yes ___ No ___ Absent

Approved as to form:

Andrew C. Kaftan, Corporation Counsel

Committee of Jurisdiction Forwarded on: 2-10, 2021

VOTE: 5 Yes 0 No 0 Absent

Committee Chair: Rodji VanWycken
David Abner

ADOPTED FAILED AMENDED

OTHER _____

County Board Vote on: _____ 20__

___ Yes ___ No ___ Absent

STATE OF WISCONSIN
COUNTY OF MONROE

I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____.

SHELLEY R. BOHL, MONROE COUNTY CLERK
A raised seal certifies an official document.

RESOLUTION No. _____

AUTHORIZING MONROE COUNTY TO SUBMIT GRANT APPLICATION FOR ACQUISITION AND DEMOLITION
OF PROPERTIES DAMAGED BY THE AUGUST 2018 FLOODING EVENT

1 WHEREAS, Monroe County is interested in participation in the Community Development Block Grant –
2 Disaster Recovery (CDBG-DR) program; and

3

4 WHEREAS, Federal monies from the U.S. Department of Housing and Urban Development (HUD) are
5 available under the CDBG-DR program, administered by the Wisconsin Department of Administration
6 (DOA) Division of Energy, Housing, and Community Resources (DECHR) for the purpose of the provision
7 of disaster relief of unmet needs resulting from severe storms and flooding that occurred August 17 –
8 September 14, 2018; and

9

10 WHEREAS, after public meeting and due consideration, the Monroe County Sanitation and Zoning
11 Committee has recommended that an application be submitted to DOA for the following project:
12 Acquisition and Demolition of Properties Damaged by the 2018 Flooding Event; and

13

14 WHEREAS, it is necessary for Monroe County Board of Supervisors to approve the preparation and filing
15 of an application for Monroe County to receive funds from this program; and

16

17 WHEREAS, the Monroe County Board of Supervisors has reviewed the need for the proposed project
18 and the benefits to be gained there from;

19

20 NOW, THEREFORE, BE IT RESOLVED, that the Monroe County Board of Supervisors does hereby approve
21 and authorize the preparation and filing of an application for the above-named project; and that Cedric
22 Schnitzler, Monroe County Board Chair, is hereby authorized to sign all necessary documents on behalf
23 of Monroe County; and that authority is hereby granted to the Monroe County Zoning Department to
24 take the necessary steps to prepare and file the application for funds under this program in accordance
25 with this resolution.

26

27 Offered by the Monroe County Sanitation and Zoning Committee this 24th day of February, 2021.

28

29 Purpose: To obtain grant funding from the Wisconsin Department of Administration for Acquisition and
30 Demolition of Properties Damaged by the 2018 Flooding Event.

31

32 Fiscal Note: Grant revenue and expenses will require budget adjustments if and when grant is awarded.

33

34 Drafted by: Alison Elliott, Zoning Administrator

Signed by:

Cedric Schnitzler

Date

Monroe County Board Chair

Finance Vote (If required):

____ Yes ____ No ____ Absent

Approved as to form:

Andrew C. Kaftan, Corporation Counsel

ADOPTED FAILED AMENDED

OTHER _____

County Board Vote on: _____ 20__

____ Yes ____ No ____ Absent

Committee of Jurisdiction Forwarded on: _____,
20__

VOTE: ____ Yes ____ No ____ Absent

Committee Chair: _____

STATE OF WISCONSIN
COUNTY OF MONROE

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SHELLEY R. BOHL, MONROE COUNTY CLERK
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RESOLUTION No. _____

AUTHORIZING MONROE COUNTY TO SUBMIT GRANT APPLICATION FOR THE MODERNIZATION OF THE TRI-CREEK DAM FLOOD WARNING SYSTEM

1 WHEREAS, Monroe County is interested in participation in the Community Development Block Grant –
2 Disaster Recovery (CDBG-DR) program; and
3

4 WHEREAS, Federal monies from the U.S. Department of Housing and Urban Development (HUD) are
5 available under the CDBG-DR program, administered by the Wisconsin Department of Administration
6 (DOA) Division of Energy, Housing, and Community Resources (DECHR) for the purpose of the provision
7 of disaster relief of unmet needs resulting from severe storms and flooding that occurred August 17 –
8 September 14, 2018; and
9

10 WHEREAS, after public meeting and due consideration, the Monroe County Sanitation and Zoning
11 Committee has recommended that an application be submitted to DOA for the following project:
12 Modernization of the Tri-Creek Dam Flood Warning System; and
13

14 WHEREAS, it is necessary for Monroe County Board of Supervisors to approve the preparation and filing
15 of an application for Monroe County to receive funds from this program; and
16

17 WHEREAS, the Monroe County Board of Supervisors has reviewed the need for the proposed project
18 and the benefits to be gained there from.
19

20 NOW, THEREFORE, BE IT RESOLVED, that the Monroe County Board of Supervisors does hereby approve
21 and authorize the preparation and filing of an application for the above-named project; and that Cedric
22 Schnitzler, Monroe County Board Chair, is hereby authorized to sign all necessary documents on behalf
23 of Monroe County; and that authority is hereby granted to the Monroe County Zoning Department to
24 take the necessary steps to prepare and file the application for funds under this program in accordance
25 with this resolution.
26

27 Offered by the Monroe County Sanitation and Zoning Committee this 24th day of February, 2021.
28

29 Purpose: To obtain grant funding from the Wisconsin Department of Administration for Modernization of the
30 Tri-Creek Dam Flood Monitoring Equipment.
31

32 Fiscal Note: Grant revenue and expenses will require budget adjustments if and when grant is awarded.
33

34 Drafted by: Alison Elliott, Zoning Administrator

Signed by:

Cedric Schnitzler

Date

Monroe County Board Chair

Finance Vote (If required):

____ Yes ____ No ____ Absent

Approved as to form:

Andrew C. Kaftan, Corporation Counsel

ADOPTED FAILED AMENDED

OTHER _____

County Board Vote on: _____ 20__

____ Yes ____ No ____ Absent

Committee of Jurisdiction Forwarded on: _____,
20__

VOTE: ____ Yes ____ No ____ Absent

Committee Chair: _____

STATE OF WISCONSIN
COUNTY OF MONROE

I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____.

SHELLEY R. BOHL, MONROE COUNTY CLERK
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