

Finance Committee
February 17, 2021

Present: Cedric Schnitzler, Wallace Habegger, David Pierce, Mark Halverson, Toni Wissestad
Others: Diane Erickson, Garlynn Brookshaw, David Ohnstad, Tiffany Giesler, Ed Smudde, Eric Weihe, Wes Revels
WebEx: Ron Hamilton, Bob Micheel, Chad Ziegler, Allison Elliott

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, March 17, 2021 regular meeting in the Monroe County Assembly Room at 9:00 a.m.
- Minutes Approval - Motion by Mark Halverson second by David Pierce to approve the January 20 and January 27, 2021 minutes. Carried 5-0.
- Sheriff's Office Request for Credit Card Approval – Motion by Toni Wissestad second by Wallace Habegger to approve credit card. Wallace Habegger explained a \$1,000.00 credit card request for a Patrol Deputy. Carried 5-0.
- Notice of Budgetary Adjustment(s) -
 - a. Highway – Motion by Wallace Habegger second by David Pierce to approve budget adjustment. David Ohnstad, Highway Commissioner explained the 2021 budget adjustment in the amount of \$250,000.00 for two patrol trucks. Carried 5-0.
 - b. ADRC – Motion by David Pierce second by Mark Halverson to approve budget adjustment. Ron Hamilton, Human Services Director explained the 2021 budget adjustment in the amount of \$1,217.00 for vehicle operation and maintenance. Carried 5-0.
 - c. Land Conservation – Motion by David Pierce second by Mark Halverson to approve budget adjustment. Bob Micheel, Land Conservation Director explained the 2020 budget adjustment in the amount of \$1,650.00 for wildlife abatement program donations. Carried 5-0.
 - d. Health Department – Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Tiffany Giesler, Health Director explained the 2021 budget adjustment in the amount of \$3,500.00 for Kindness Community funding. Carried 5-0. Motion by David Pierce second by Mark Halverson to approve budget adjustment. Tiffany explained the 2021 budget adjustment in the amount of \$31,000.00 for funding received from the WI Department of Health Services. Carried 5-0.
 - e. Rolling Hills – Motion by Toni Wissestad second by Habegger to approve budget adjustment pending committee of jurisdiction approval. Garlynn Brookshaw, Rolling Hills Business Services Director/Assistant Finance Director explained the 2021 budget adjustment in the amount of \$69,000.00 for building project. Carried 5-0. Motion by Toni Wissestad second by Wallace Habegger to approve budget adjustment pending committee of jurisdiction approval. Garlynn explained the 2020 budget adjustment in the amount of \$20,300.00 for funds from Health and Human Services for Cares Act Relief. Carried 5-0. Motion by Toni Wissestad second by Wallace Habegger to approve budget adjustment pending committee of jurisdiction approval. Garlynn explained the 2021 budget adjustment in the amount of \$613,543.73 for building design and construction bid documents. Carried 5-0. Motion by Wallace Habegger second by Toni Wissestad to approve budget adjustment pending committee of jurisdiction approval. Garlynn explained the 2021 budget adjustment in the amount of \$16,824,248.40 for revenue and expenditure budget associated with building project bond. Carried 5-0.
 - f. Personnel– Motion by Mark Halverson second by David Pierce to approve budget adjustment. Ed Smudde, Personnel Director explained the 2021 budget adjustment in the amount of \$3,861.00 for HRA reimbursement claims. Discussion. Carried 5-0.
- Request for Line Item Transfer(s) -

- a. Health Department/WIC – Motion by David Pierce second by Toni Wissestad to approve line item transfer. Tiffany Giesler, Health Director explained the 2020 line item transfer in the amount of \$700.00 for salaries. Carried 5-0.
 - b. Justice Programs – Motion by Wallace Habegger second by Mark Halverson to approve line item transfer. Eric Weihe, Justice Department Coordinator explained the 2020 line item transfer in the amount of \$2,710.00 for overtime, insurance and computer operations. Carried 5-0.
 - c. Medical Examiner – Motion by Wallace Habegger second by Toni Wissestad to approve line item transfer. Wallace Habegger explained the 2020 line item transfer in the amount of \$14,162.00 for salaries and health insurance. Discussion. Carried 5-0.
 - d. Emergency Management – Motion by Toni Wissestad second by Mark Halverson to approve line item transfer. Wes Revels, Sheriff explained the 2020 line item transfer in the amount of \$2,357.00 for health insurance. Carried 5-0.
 - e. Finance – Motion by David Pierce second by Mark Halverson to approve line item transfer. Diane Erickson, Finance Director explained the 2020 line item transfer in the amount of \$6,599.00 for salaries and insurance. Carried 5-0.
- Fiscal Note on Resolution -
 - a. Resolution Authorizing the Application for Outdoor Recreation Aids – Motion by David Pierce second by Mark Halverson to approve fiscal note. Chad Ziegler, Forest and Parks Administrator explained state aid for outdoor recreation. Funding comes from the snowmobile registration. Carried 5-0.
 - b. & c. Motion by David Pierce second by Toni Wissestad to approve fiscal notes from both of the following resolutions. Resolution Authorizing Monroe County to Submit Grant Application for Acquisition and Demolition of Properties Damaged by the August 2018 Flooding Event and Resolution Authorizing Monroe County to Submit Grant Application for the Modernization of the Tri-Creek Dam Flood Warning System. The resolutions would allow grant revenue and expense which will require budget adjustments if and when the grants are awarded. Carried 5-0.
- Treasurer –

Chair Cedric Schnitzler explained that the Treasurer has been excused from the meeting. The Treasurer's report was provided to members in the packet.
- Finance
 - a. Diane Erickson provided the Monthly Financial Report.
 - b. Finance Department Monthly Report.
- Bond Rating – Chair Cedric Schnitzler stated that the county's current bond rating is AA-
- Long Term Callable Debt – Diane Erickson, Finance Director provided members with callable information on Monroe County bonds. Discussion.
- Monthly Approvals –
 - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Mark Halverson second by David Pierce to approve notice of donations/user fees received budget adjustment. Carried 5-0.
 - b. Monthly Disbursement Journal – Motion by David Pierce second by Toni Wissestad to approve disbursement journal. Discussion. Carried 5-0.
 - c. Monthly Per Diems and Vouchers - Motion by Toni Wissestad second by David Pierce to approve Monthly County Per Diems and Vouchers. Carried 5-0.
- Items for next month's agenda – Sparta TIF District Funds; Long Term Callable Bonds; Minimum Fund Balance.
- Motion by Cedric Schnitzler second by Toni Wissestad to adjourn the meeting at 10:08 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder