

Finance Committee
May 19, 2021

Present: Cedric Schnitzler, Wallace Habegger, David Pierce, Mark Halverson, Toni Wissestad
Others: Tina Osterberg, Diane Erickson, Deb Carney, Ron Hamilton, Linda Smith, Tiffany Giesler,
Wes Revels, Pamela Pipkin, Lisa Aldinger Hamblin, Ed Smudde, Press
WebEx: Bob Micheel, Brad Viegut-Baird

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, June 16, 2021 regular meeting in the Monroe County Assembly Room at 9:00 a.m.
- Minutes Approval - Motion by David Pierce second by Mark Halverson to approve the April 21, 2021 minutes. Carried 5-0.
- Public Comment – None
- Human Services Request for Credit Card Approval. Motion by David Pierce second by Toni Wissestad to approve credit card requests. Ron Hamilton, Human Services Director explained request for a \$5,000.00 limit card for the Business Administrator and \$1,000.00 limit card for the Nutrition Program Coordinator. Carried 5-0.
- Notice of Budgetary Adjustment(s) -
 - a. Land Conservation – Motion by David Pierce second by Mark Halverson to approve budget adjustment. Bob Micheel, Land Conservation Director explained 2021 budget adjustment in the amount of \$4,750.00 donated monies to be used for two interns. Carried 5-0.
 - b. Health – Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Tiffany Giesler, Health Director explained 2021 budget adjustment in the amount of \$1,893.83 funding from the WI Division of Public Health for training. Carried 5-0.
- Fiscal Note on Resolution –
 - a. Resolution Authorizing Establishment of a Second Assistant Corporation Counsel Position. Motion by Mark Halverson second by David Pierce to approve fiscal note. Lisa Aldinger Hamblin explained second Assistant Corporation Counsel position to assist Child Support in case management. Pamela Pipkin further explained contingency upon state budget funding. Discussion. Carried 5-0.
 - b. Resolution Authorizing an Additional Sanitation & Zoning Officer Position in Monroe County. This resolution was pulled and will be revisited next month.
 - c. Resolution Authorizing an Additional Rolling Hills Part-Time Receptionist/Office Clerk I Position. Motion by Wallace Habegger second by Toni Wissestad to approve fiscal note. Linda Smith, Nursing Home Administrator explained position would have no impact to the county levy. Carried 5-0.
 - d. Resolution Authorizing the Increase of the ADRC Nutrition Coordinator Position to Full Time in Monroe County. Motion by Wallace Habegger second by David Pierce to approve fiscal note. Ron Hamilton, Human Services Director explained increase of the Nutrition Coordinator from $\frac{3}{4}$ to full time. An additional levy allocation of \$10,000.00. Carried 5-0.
 - e. Resolution Authorizing two Children's Long Term Support Services (CLTS) Social Worker Positions in Monroe County. Motion by Wallace Habegger second by David Pierce to approve fiscal note. Ron Hamilton, Human Services Director explained Medical Assistance Case Management funding to cover the position cost. Discussion. Motion by Wallace Habegger second by Mark Halverson to amend the fiscal note by adding: If outside funding ceases to exist, position shall be eliminated. The amendment carried 5-0. The fiscal note as amended carried 5-0.
 - f. Resolution Authorizing Comprehensive Community Services (CCS) Social Worker Position in Monroe County. Motion by David Pierce second by Wallace Habegger to approve fiscal note. Ron Hamilton, Human Services Director explained Medical Assistance Case Management

funding to cover the position cost. Motion by Wallace Habhegger second by Mark Halverson to amend the fiscal note by adding: If outside funding ceases to exist, position shall be eliminated. The amendment carried 5-0. The fiscal note as amended carried 5-0.

- g. Resolution Authorizing a CFS Social Worker I Initial Assessment Position in Monroe County. Motion by Wallace Habhegger second by David Pierce to approve fiscal note. Ron Hamilton, Human Services Director explained position to be covered thru a combination of Children and Family allocation, grant funding and county levy. County levy being the last resort. Carried 5-0.
- h. Resolution Authorizing a Programs Accountant I Position in Monroe County. Motion by Mark Halverson second by David Pierce to approve fiscal note. Diane Erickson, Finance Director explained position cost to be covered by Medical Assistance funding. If outside funding ceases to exist, position shall be eliminated. Carried 5-0.
- i. Resolution Establishing 2022 Annual Budgeted Allocation for Pay for Performance – Motion by Mark Halverson second by Toni Wissestad to approve fiscal note. Tina Osterberg, Monroe County Administrator explained merit based pay for 2022. Discussion. Carried 5-0.

Mark Halverson was excused from the meeting at 10:10 a.m.

- j. Resolution Approving Bid for Monroe County Nursing Home and Senior Care Facility Project – Tina Osterberg, Monroe County Administrator presented the total recommended award in the amount of \$14,897,961. Six bids will not be awarded at this time and re-bid. Discussion. It was a consensus of the committee to have this fiscal note on resolution taken up at the Special Finance Committee meeting on May 20, 2021 after the Rolling Hills Committee has reviewed and approved the resolution.
 - k. Resolution Setting Change Order Levels for a New Nursing Home and Senior Living Facility Project – Motion by Toni Wissestad second by Wallace Habhegger to approve fiscal note. Toni Wissestad explained change order level procedure. Carried 4-0.
- Resolution Authorizing the Issuance of General Obligation Bonds in an Amount not to Exceed \$3,235,000 for Nursing Home and Senior Living Facility – Committee members discussed the projected total cost of the project. Motion by David Pierce second by Wallace Habhegger to draft a resolution for \$4,000,000 in bonding to be taken up at the Special Finance Committee meeting on May 20, 2021. Carried 4-0.
 - Treasurer
 - a. Debra Carney provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report.
 - c. Investment of American Rescue Plan Act Funds – Chair Schnitzler explained that he has been in contact with the Fed's for what the funds can be used for and is waiting a call back. It is anticipated that some of the funds can be used towards parts the Nursing Home Project.
 - Finance
 - a. Diane Erickson provided the Monthly Financial Report.
 - b. Finance Department Monthly Report.
 - Monthly Approvals –
 - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Toni Wissestad second by David Pierce to approve notice of donations/user fees received budget adjustment. Carried 4-0.
 - b. Monthly Disbursement Journal – Motion by Wallace Habhegger second by Toni Wissestad to approve disbursement journal. Carried 4-0.
 - c. Monthly Per Diems and Vouchers - Motion by David Pierce second by Toni Wissestad to approve Monthly County Per Diems and Vouchers. Carried 4-0.
 - Items for next month's agenda – Fiscal Note Approval/Resolution Authorizing an Additional Sanitation & Zoning Officer Position in Monroe County.
 - Motion by Toni Wissestad second by David Pierce to adjourn the meeting at 10:35 a.m. Carried 4-0.

Shelley Bohl, County Clerk
Recorder