

Finance Committee
July 21, 2021

Present: Cedric Schnitzler, Wallace Habegger, David Pierce, Mark Halverson, Toni Wissestad
Others: Tina Osterberg, Diane Erickson, Deb Carney, Wes Revels, Adrian Lockington, Tiffany Giesler, Ed Smudde, David Ohnstad

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, August 18, 2021 regular meeting in the Monroe County Assembly Room at 9:00 a.m. Upcoming budget meetings to note: October 7, 18 & 19.
- Minutes Approval - Motion by David Pierce second by Mark Halverson to approve the June 16 and June 23, 2021 minutes. Carried 5-0.
- Public Comment – None
- Notice of Budgetary Adjustment(s) -
 - a. Health Department/WIC – Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Tiffany Giesler, Health Director explained 2021 budget adjustment in the amount of –(\$5,435.00) for grant funding. Discussion. Carried 5-0.
 - b. Personnel – Motion by Wallace Habegger second by Toni Wissestad to approve budget adjustment pending committee of jurisdiction approval. Ed Smudde, Personnel Director explained 2021 budget adjustment in the amount of \$500,000.00 for self-funded health insurance. Discussion. Carried 5-0.
- Notice of Credit Card Approval(s) -
 - a. Highway – Motion by Wallace Habegger second by David Pierce to approve credit card. David Ohnstad, Highway Commissioner explained credit card request in the amount of \$5,000.00 for Inventory Specialist. Carried 5-0.
 - b. Dispatch – Motion by Wallace Habegger second by David Pierce to approve credit card. Wallace Habegger explained credit card request in the amount of \$1,000.00 for Communications Center Administrator. Carried 5-0.
 - c. Sheriff – Motion by Wallace Habegger second by David Pierce to approve credit card. Wes Revels, Sheriff explained credit card request in the amount of \$1,000.00 for Patrol Deputy. Carried 5-0.
- Fiscal Note on Resolution –
 - a. Resolution Authorizing the Selection of a Vendor to Complete the Wage and Benefit Study for Monroe County - Motion by Mark Halverson second by Wallace Habegger to approve fiscal note. Ed Smudde, Personnel Director explained the need for a wage & benefit study to help the county remain competitive with the current job market. The cost of the study is \$78,908.00 with the funds coming from the Contingency Fund. Discussion. Carried 5-0.
- Treasurer
 - a. Debra Carney provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report.
- Resolution Approving Coronavirus State and Local Fiscal Recovery Funds Policy and Procedure - Motion by David Pierce second by Mark Halverson to approve resolution. Tina Osterberg, County Administrator explained policy to set out the procedure request to award funds from the Fiscal Recovery Funding. All requests to be submitted by 12/31/21. Discussion. Carried 5-0.
- Finance
 - a. Diane Erickson provided the Monthly Financial Report.
 - b. Other Post-Employment Benefits Actuarial Study - Diane Erickson, Finance Director provided members with an Post-Employment Benefit Actuarial study update.

c. Finance Department Monthly Report.

- Rolling Hills Builders Risk Insurance Update – Shelley Bohl, County Clerk explained that the Rolling Hills Committee met and approved Builders Risk insurance through Safehold Insurance. This cost will be absorbed through the building project funds. The insurance is in effect for 14 months.
- 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 Toni Wissestad second by Wallace Habegger to approve disbursement journal. Carried 5-0.
 - c. Monthly Per Diems and Vouchers - Motion by Mark Halverson second by David Pierce to approve Monthly County Per Diems and Vouchers. Carried 5-0.
- Items for next month's agenda – Self Insurance Balance Update, Opioid Updates, Budgets
- Motion by David Pierce second by Toni Wissestad to adjourn the meeting at 10:22 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder