

Finance Committee
November 17, 2021

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

Absent: Toni Wissestad

Others: Tina Osterberg, Diane Erickson, Wes Revels, Chris Weaver, Alison Elliott, Roxie Anderson

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, December 15, 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 10/18, 10/19, 10/20, 10/27 and 11/03/21 minutes. Carried 4-0.
- Public Comment – None.
- Rolling Hills Request for Credit Card Approval – Motion by Mark Halverson second by David Pierce to approve credit card request. Tina Osterberg, County Administrator explained Central Supply Aide credit card in the amount of \$1,500.00. Carried 4-0.
- Notice of Budgetary Adjustment(s) -
 - a. Zoning – Motion by David Pierce second by Mark Halverson to approve budget adjustment. Alison Elliott, Sanitation, Planning & Zoning and Dog Control Administrator explained 2021 budget adjustment in the amount of \$1,000.00 for publications. Carried 4-0.
 - b. Sanitation – Motion by Mark Halverson second by David Pierce to approve budget adjustment. Alison Elliott, Sanitation, Planning & Zoning and Dog Control Administrator explained 2021 budget adjustment in the amount of \$600.00 for gas. Discussion. Carried 4-0.
 - c. Sheriff Administration – Motion by Wallace Habegger second by David Pierce to approve budget adjustment. Chief Deputy Chris Weaver explained 2021 budget adjustment in the amount of \$970.00 for x-ray machine fees. Discussion. Carried 4-0.
 - d. Human Services / ADRC – Motion by David Pierce second by Mark Halverson to approve budget adjustment. Ron Hamilton, Human Services Director explained 2021 budget adjustment in the amount of \$0.00 to redistribute allocation for GWAAR funding. Carried 4-0.
 - e. Human Services – Motion by David Pierce second by Wallace Habegger to approve budget adjustment. Ron Hamilton, Human Services Director explained 2021 budget adjustment in the amount of \$50,000.00 for Youth Justice Innovation Grant. Carried 4-0. Motion by David Pierce second by Mark Halverson to approve budget adjustment. Ron Hamilton, Human Services Director explained 2021 budget adjustment in the amount of \$0.00 for allocation of budget based on actual expenses. Discussion. Carried 4-0.
 - f. Finance, Debt/Rolling Hills – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Diane Erickson, Finance Director explained 2021 budget adjustment in the amount of \$8,705,511.88 for Rolling Hills good faith funds and bonding proceeds. Discussion. Carried 4-0.
- Fiscal Note on Resolution -
 - a. Resolution Authorizing Monroe County Land Conservation Department to Submit Application to the Surface Water Grant Program and Enter a Grant Agreement to Complete an Open Space Shoreland Protection Along the Little La Crosse River – Motion by David Pierce second by Mark Halverson to approve fiscal note. Roxie Anderson, Land Planner explained cost share grant from the Wisconsin Department of Natural Resources to complete an open space shoreland protection project along the Little La Crosse River to improve stream health and floodplain management. Discussion. Carried 4-0.
 - b. Resolution Authorizing Monroe County Land Conservation Department to Submit Application to the Surface Water Grant Program and Enter a Grant Agreement to Complete a Stream Crossing Inventory and Assessment in Monroe County – Motion by Wallace Habegger second by David Pierce to approve fiscal note. Roxie Anderson, explained cost share grant from the Wisconsin

Department of Natural Resources to complete a stream crossing inventory and assessment in Monroe County for watershed planning and flood mitigation efforts. Discussion. Carried 4-0.

- Debbie Carney, Treasurer was excused from the meeting. The Monthly Treasurer Report was provided in the packet.
- Finance
 - a. Diane Erickson provided the Monthly Financial Report.
 - b. Finance Department Monthly Report.
 - c. Monroe County Accounting & Financial Policies and Procedures Manual – Diane Erickson, Finance Director explained that every four years, it is the responsibility of the board to review the policy and make any necessary changes. Diane explained changes to the policy. Discussion. A resolution will be drafted for next month for updates to the policy manual.
- Self-Insurance Balance Update – Diane Erickson, Finance Director provided a self-insurance update.
- ARPA Timeline – Chair Cedric Schnitzler explained that ARPA funding requests are due on December 31, 2021. Diane Erickson, Finance Director will provide a spreadsheet to committee members containing all projects. Discussion. A special meeting will be held for presentation of the projects.
- 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 4-0.
 - b. Monthly Disbursement Journal – Motion by Mark Halverson second by Wallace Habegger to approve disbursement journal. Carried 4-0.
 - c. Monthly Per Diems and Vouchers - Motion by Wallace Habegger second by David Pierce to approve Monthly County Per Diems and Vouchers. Carried 4-0.
- Items for next month's agenda – Self Insurance Balance Update; Resolution Updating the Monroe County Accounting & Financial Policies and Procedures Manual.
- Motion by David Pierce second by Mark Halverson to adjourn the meeting at 10:03 a.m. Carried 4-0.

Shelley Bohl, County Clerk
Recorder