



MONROE COUNTY BOARD OF SUPERVISORS

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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, December 15, 2021

SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Next Month's Meeting Date/Time
3. Minutes Approval of November 17, 2021
4. Public Comment
5. Request for Credit Card Approval(s) – Discussion/Action
 - a. Veteran Services
 - b. Sheriff's Office
6. Request for Line Item Transfer(s) – Discussion/Action
 - a. Circuit Court
 - b. Solid Waste
 - c. Personnel
 - d. Finance
7. Notice of Budgetary Adjustment(s) – Discussion/Action
 - a. Corporation Counsel / Child Support
 - b. Justice Programs
 - c. Rolling Hills
 - d. Sheriff's Office
 - e. Jail
 - f. Finance
8. Treasurer
 - a. Monthly Treasurer's Report
 - b. Treasurer Department Monthly Report Review
 - c. Manufacturing Appeals
9. Resolution(s) – Discussion/Action
 - a. Resolution Authorizing Approval of Updates and Changes to the Monroe County Accounting & Financial Policies and Procedures Manual
 - b. Resolution Authorizing the Issuance of General Obligation Promissory Notes in an Amount Not to Exceed \$5,000,000 for Highway Improvement Projects

**FINANCE MEETING
December 15, 2021 Agenda**

9. Resolution(s) – Discussion/Action - *Continued*.....

Closed Session Per WI Stats. 19.85(1)(g) *Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.*

- c. Resolution Authorizing Monroe County to Enter Into the Settlement Agreements with McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc., Agree to the Terms of the MOU Allocating Settlement Proceeds, and Authorize Entry Into the MOU with the Attorney General

Return to Open Session

10. Finance
a. Monthly Financial Report
b. Finance Department Monthly Report Review
11. Self-Insurance Balance Update
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: December 9, 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
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

Request for Credit Card Approval

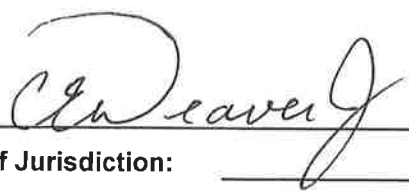
Department: Veteran Services

Committee: Administration & Personnel

<u>Name of Card Holder</u>	<u>Title of Position</u>	<u>Credit Card Limit</u>
John Blackdeer	Assistant CVSO	\$1,500.00

Justification for Credit Card(s):

<p>The Assistant CVSO is required to attend training conferences of which he will have to utilize the card to purchase accommodations. May also be needed for other county business. I.e. assistance to needy veterans, purchasing office supplies and etc.</p>

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: _____

Request for Credit Card Approval

Department: Sheriff

Committee: Public Safety

Name of Card Holder	Title of Position	Credit Card Limit
Brittney Helbing	Patrol Deputy	\$1,000.00

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: _____

REQUEST FOR LINE ITEM TRANSFER

Date: 12/13/2021
Department: Circuit Court
Amount: \$ 34,300.00
Budget Year Amended: 2021

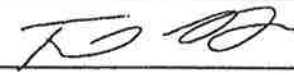
From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11210000	521105	CC700	GAL Fees	\$ 160,000.00	\$ 34,300.00	\$ 87,758.82	\$ 125,700.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 34,300.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11210000	521110		Doctor Examinations	\$ 67,000.00	\$ 25,000.00	\$ 66,892.45	\$ 92,000.00
11210000	511000		Salaries	\$ 232,480.00	\$ 9,200.00	\$ 220,562.46	\$ 241,680.00
112100	531000	CC800	Office Supplies	\$4,000.00	\$100.00	\$ 1,330.64	\$ 4,100.00
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 34,300.00		

<p>Explanation for Transfer:</p> <p>Doctor Examinations are higher than budgeted & Salary budget needs to be increased due to payouts for a retired employee.</p> <p>GAL Fees are less than budgeted and can cover overages in Doctor Examinations and payout to retired employee.</p> <p>An invoice was received for letterhead to be taken out of office supplies and with postage being over, budget needs to be increased.</p>

Department Head Approval  12/16/2021

Governing Committee Approval _____

REQUEST FOR LINE ITEM TRANSFER

Date: 11/16/2021
Department: Solid Waste
Amount: \$ 1,029.00
Budget Year Amended: 2021

From Account

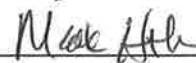
Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
6363000		521790	Leachate Hauling	\$ 300,000.00	\$ 1,029.00		\$ 298,971.00
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 1,029.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
6369000	522000		SAND CREEK	\$ 400.00	\$ 1,029.00		\$ 1,429.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 1,029.00		

Explanation for Transfer:

The Sand Creek expense is larger than anticipated. We have ample funds in the Leachate Hauling account to cover the shortfall.

Department Head Approval _____ 
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

Office Use Only

Department: Personnel - 3.0
 Budget Year Amended: 2021

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11430000-533010	Conference/Seminars	\$ 900.00	\$ 600.00	\$ 229.95	\$ 300.00
11430000-533200	Mileage	\$ 780.00	\$ 500.00	\$ 186.16	\$ 280.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 1,100.00		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11430000-511000	Salaries	\$ 133,334.00	\$ 1,100.00	\$ 123,162.57	\$ 134,434.00
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 1,100.00		

Explanation for Transfer:
 Salaries will be over the original budget as the Personnel Department got approval and offered a counter offer to the Personnel Coordinator to remain with Monroe County as an employee in January of 2021. The offer was made and accepted and the staff remained in there full-time position.
 Within the Conference/Seminars and Mileage lines, their was reduced travel and conferences in 2021 due to the pandemic, and this savings can be moved to offset the overage in salaries allowing us to keep the staff member at the higher wage rate.

Department Head Approval _____

Governing Committee Approval _____

 If < \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on : _____

Date

REQUEST FOR LINE ITEM TRANSFER

Date: 12/15/2021
Department: Finance
Amount: \$ 325.00
Budget Year Amended: 2021

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11510000	531050		Postage	\$ 295.00	\$ 325.00	\$ (215.63)	\$ (30.00)
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 325.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11510000	553100		Equip Service Contracts	\$ 1,800.00	\$ 325.00	\$ 1,491.45	\$ 2,125.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 325.00		

Explanation for Transfer:
 Charges for Printer/Copy machine are higher than budgeted. Refund of postage paid that can cover the Equip Service Contract line overage

Department Head Approval Deane 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 _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: December 14, 2021
 Department: Corporation Counsel/Child Support
 Amount: \$13,500.00
 Budget Year Amended: 2021

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

A transfer of funds is needed from Corporation Counsel to Child Support to cover the expense of a contracted attorney to cover child support hearings until a new Assistant Corporation Counsel can be hired.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ -	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11320000	511000		Salaries	\$ 219,248.00	\$ (13,500.00)	\$ 205,748.00
10000000	599999		General Fund Transfer Out	\$ 1,054,645.00	\$ 13,500.00	\$ 1,068,145.00
21330000	499999		Child Support Transfer In	\$ -	\$ 13,500.00	\$ 13,500.00
21330000	521340		Contracted Services	\$ -	\$ 13,500.00	\$ 13,500.00
						\$ -
Total Adjustment					\$ 27,000.00	

Department Head Approval: *Lea Cheryl Hamblin*

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: December 7, 2021
 Department: Justice Programs
 Amount: \$69,401.00
 Budget Year Amended: 2022

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

WI DOJ awarded our office a \$92,535 grant. Of that \$92,535, the state will contribute \$69,401 to Monroe County, while county will match \$23,134. Justice Programs will use staff time to cover the entire \$23,134 match so no county dollars will be required. \$60,000 will be used to fund Drug Court's AODA & Mental Health services contract and the remaining \$9,401 will be used for variety of other line items. Other items will include paying for non-county treatment court team members to attend training and on trainings such as motivational interviewing (\$7,700), office supplies (\$1,000), and participant rewards (\$701)

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12951000	435238		JUSTICE DEPT GRANT REV	\$ -	\$ 68,201.00	\$ 68,201.00
12950000	435238		JUSTICE DEPT GRANT REV		\$ 1,200.00	\$ 1,200.00
						\$ -
						\$ -
Total Adjustment					\$ 69,401.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12951000	521340	J7010	CONTRACTED SERVICES	\$ 4,900.00	\$ 67,201.00	\$ 72,101.00
12951000	531000		OFFICE SUPPLIES	\$ 1,120.00	\$ 1,000.00	\$ 2,120.00
12950000	533010	J7030	CONFERENCE/SEMINARS	\$ 3,660.00	\$ 1,200.00	\$ 4,860.00
						\$ -
						\$ -
Total Adjustment					\$ 69,401.00	

Department Head Approval: *Eric Weite* 12-07-2021

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: December 13, 2021
 Department: ROLLING HILLS
 Amount: \$36,756.00
 Budget Year Amended: 2021

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

COVID supplies was budgeted in our 2021 operating expenses due to not knowing if there would be federal funds available. 2020 COVID money was carried over at then end of the year into 2021 for expenses related to COVID. A budget was assigned to COVID that is not needed. Would like to use these funds to purchase items for new building - Rolling Hills also received additional ITP Funds and would like to use these for supplies needed for the new building.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64210560	43550		Supplmental Pymt Funds ITP	\$ 910,000.00	\$ 36,756.00	\$ 946,756.00
64210560	435612		Federal Aid - COVID 19	\$ 102,755.14	\$ (15,530.00)	\$ 87,225.14
64750990	493000		Fund Balance Applied	\$ 882,543.73	\$ 15,530.00	\$ 898,073.73
Total Adjustment					\$ 36,756.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64210120	534005		COVID General Supplies	\$ 60,000.00	\$ (30,000.00)	\$ 30,000.00
64210120	534260		COVID Nursing Supplies	\$ 67,871.06	\$ (35,000.00)	\$ 32,871.06
64210810	539200		Other Expense	\$ 2,000.00	\$ 8,650.00	\$ 10,650.00
64210990	581060		Capital Outlay - Moveable	\$ 30,200.00	\$ 66,098.10	\$ 96,298.10
64210561	534005		Dietary General Supplies	\$ 21,000.00	\$ 20,892.00	\$ 41,892.00
6421710	534005		Housekeeping General Supp	\$ 30,000.00	\$ 6,115.90	\$ 36,115.90
Total Adjustment					\$ 36,756.00	

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: _____

= Capital Items

EXERCISE EQUIP

RCAC 2 @ \$1,350 (Recumbent) 2,700.00

HOUSEHOLD KITCHENS

Conveyor Toaster 1 @ 1,210 1,210.00

HOUSEKEEPING EQUIP

Carpet Shampooer 1 @ \$11,859.41 11,859.41

Smart Vac Sweeper 1 for RCAC 2,016.74

VAULT/SAFE

Mesa Safe 1 @ \$1,470.52 1,470.52

Shipping 629.48

LAMPS

JES Lighting Lamps 18,063.40

Shipping 348.55

FLAG POLE

Entrance of Building 1 @ \$3,000 3,000.00

THERAPY STAIRS

Stairs 1 @ \$2,300 2,300.00

PORCHES

Gliders 4 @ \$2,250 9,000.00

MAIN KITCHEN

High Power Microwave 1 @ \$1,500 1,500.00

Capaccino Machine 1 @ \$12,000 12,000.00

66,098.10

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: December 7, 2021
 Department: SHERIFF
 Amount: \$5,000.00
 Budget Year Amended: 2021

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


TRANSFER OF FUNDS FROM JAIL TRAINING TO SHERIFF TRAINING FOR THE PURCHASE
OF TRAINING WEAPONS, AMMUNITION AND PROTECTIVE GEAR.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ -	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12701000	515700		JAIL ED & TRAIN	\$ 14,200.00	\$ (5,000.00)	\$ 9,200.00
12111000	515700		PATROL ED & TRAIN	\$ 15,748.00	\$ 5,000.00	\$ 20,748.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ -	

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: December 13, 2021
 Department: Jail
 Amount: \$29,300.00
 Budget Year Amended: 2021

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


Requesting an incresase to the Jail Assesment medical expense line in the amount of \$29,300.00 due to the cost of required specific medications for inmates.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
82700000	462430		Jail Fees	\$ 87,500.00	\$ 29,300.00	\$ 116,800.00
						\$ -
Total Adjustment					\$ 29,300.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
82700000	521158		Medical expense	\$ 87,500.00	\$ 29,300.00	\$ 116,800.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 29,300.00	

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: December 15, 2021
 Department: Finance
 Amount: \$15,565.00
 Budget Year Amended: 2021

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

Admin from Drug Court CDBG Activies. Additional revenue from Human Services for changes in Health and Dental Insurance and retirement payout.
2 positions in central finance were not budgeted for Health or Dental insuarncce.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11510000	435250		CDBG Admin Revenue		\$ 4,440.00	\$ 4,440.00
11510000	474600		Finance Revenue HS Fees	\$ 405,555.00	\$ 13,020.00	\$ 418,575.00
11510000	474652		Finance Revenue RH Fees	\$ 241,998.00	\$ (1,895.00)	\$ 240,103.00
Total Adjustment					\$ 15,565.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11510000	511000		Salaries	\$ 675,436.00	\$ 4,832.00	\$ 680,268.00
11510000	515020		Health Insurance	\$ 184,752.00	\$ 43,542.00	\$ 228,294.00
11510000	515025		Dental Insurance	\$ 8,093.00	\$ 1,793.00	\$ 9,886.00
11510000	533010		Conference/Seminars	\$ 6,427.00	\$ (5,722.00)	\$ 705.00
11510000	531000		Office Supplies	\$ 1,900.00	\$ (500.00)	\$ 1,400.00
11510000	515700		Emp Education & Training	\$ 690.00	\$ (690.00)	\$ -
11510000	533200		Mileage	\$ 728.00	\$ (550.00)	\$ 178.00
11435000	515200		Retirement/Fringe Pool	\$ 130,512.79	\$ (27,140.00)	\$ 103,372.79
Total Adjustment					\$ 15,565.00	

Department Head Approval: *Diane Erickson*

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: _____

1 RESOLUTION NO. _____
2

3 RESOLUTION AUTHORIZING APPROVAL OF UPDATES AND CHANGES TO THE
4 MONROE COUNTY ACCOUNTING & FINANCIAL POLICIES AND PROCEDURES
5 MANUAL
6

7 WHEREAS, the Accounting and Financial Manual provides an overview of the Accounting and
8 Financial Policies and Procedures for Monroe County; and
9

10 WHEREAS, the County Board approved the Manual on April 17, 2018; and
11

12 WHEREAS, the Finance Committee and Finance Director will review the Manual every 2 years, prior
13 to December 31 in each odd numbered years; and
14

15 WHEREAS, the County Board will approve this manual every 4 years prior to December 31 of odd
16 numbered years; and.
17

18 THEREFORE, BE IT RESOLVED that the Monroe County Board of Supervisors hereby approves
19 that effective this date they do hereby authorize the proposed updates and changes to the Accounting &
20 Financial Policies and Procedures Manual set out in the attached document.
21

22 Offered by the Finance Committee this 15th day of December, 2021.
23

24 Purpose: To approve changes and updates to the Accounting & Financial Policies and Procedures Manual.
25

26 Fiscal Note: No direct impact to the County budget.
27

28 Drafted by Diane Erickson, Finance Director

Finance Vote (If required): ____ Yes ____ No ____ Absent ***** Approved as to form: _____ Lisa Aldinger Hamblin, Corporation Counsel	Committee of Jurisdiction Forwarded on: _____, 20__ VOTE: ____ Yes ____ No ____ Absent Committee Chair: _____ _____ _____
<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> 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 <i>A raised seal certifies an official document.</i>

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE ISSUANCE OF
GENERAL OBLIGATION PROMISSORY NOTES
IN AN AMOUNT NOT TO EXCEED \$5,000,000
FOR HIGHWAY IMPROVEMENT PROJECTS

WHEREAS, the County Board of Supervisors of Monroe County, Wisconsin (the "County") has determined that the County is in need of an amount not to exceed \$5,000,000 for the public purpose of financing the construction and improvement of highways (the "Project"); and

WHEREAS, it is desirable to authorize the issuance of general obligation promissory notes for such purpose pursuant to Chapter 67, Wis. Stats.; and

WHEREAS, the County may issue general obligation promissory notes only if one or more of the conditions specified in Section 67.045, Wis. Stats., apply; and

WHEREAS, general obligation promissory notes may be issued under Section 67.045, Wis. Stats., if the County Board of Supervisors adopts a resolution to issue the debt by a vote of at least three-fourths of its members-elect; and

WHEREAS, the County Board of Supervisors of the County hereby finds and determines that general obligation promissory notes should be issued in an amount not to exceed \$5,000,000 for the purpose described above, and it is now necessary and desirable to authorize their issuance.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of the County that:

Section 1. Authorization of the Notes. There shall be issued, pursuant to Chapter 67 of the Wisconsin Statutes, general obligation promissory notes in an amount not to exceed \$5,000,000 (the "Notes") for the public purpose of financing the Project.

There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on the Notes.

Section 2. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the County Board of Supervisors or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted and recorded this 21st day of December, 2021.

Offered by the Finance Committee:

Cedric Schnitzler

Wallace Habegger

Mark Halverson

David Pierce

Toni Wissestad

Finance Committee vote: ___ yes ___ no ___ absent

County Board vote: ___ yes ___ no ___ absent

Cedric Schnitzler, County Board Chairperson

Shelley Bohl, County Clerk

RESOLUTION NO. _____

Authorizing Monroe County to Enter Into the Settlement Agreements with McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc., Agree to the Terms of the MOU Allocating Settlement Proceeds, and Authorize Entry Into the MOU with the Attorney General

1 **WHEREAS**, in Resolution No. 11a-19-05, the County Board of Supervisors authorized the
2 County to enter into an engagement agreement with von Briesen & Roper, s.c., Crueger Dickinson LLC
3 and Simmons Hanly Conroy LLC (the “Law Firms”) to pursue litigation against certain manufacturers,
4 distributors, and retailers of opioid pharmaceuticals (the “Opioid Defendants”) in an effort to hold the
5 Opioid Defendants financially responsible for the County’s expenditure of vast money and resources to
6 combat the opioid epidemic; and

7
8 **WHEREAS**, on behalf of the County, the Law Firms filed a lawsuit against the Opioid
9 Defendants; and

10
11 **WHEREAS**, the Law Firms filed similar lawsuits on behalf of 66 other Wisconsin counties and
12 all Wisconsin cases were coordinated with thousands of other lawsuits filed against the same or
13 substantially similar parties as the Opioid Defendants in the Northern District of Ohio, captioned *In re:*
14 *Opioid Litigation*, MDL 2804 (the “Litigation”); and

15
16 **WHEREAS**, four (4) additional Wisconsin counties (Milwaukee, Dane, Waukesha, and
17 Walworth) hired separate counsel and joined the Litigation; and

18
19 **WHEREAS**, since the inception of the Litigation, the Law Firms have coordinated with counsel
20 from around the country (including counsel for Milwaukee, Dane, Waukesha, and Walworth Counties) to
21 prepare the County’s case for trial and engage in extensive settlement discussions with the Opioid
22 Defendants; and

23
24 **WHEREAS**, the settlement discussions with McKesson Corporation, Cardinal Health, Inc.,
25 AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-
26 Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc. (the “Settling Defendants”) resulted in a
27 tentative agreement as to settlement terms pending agreement from the County and other plaintiffs
28 involved in the Litigation; and

29
30 **WHEREAS**, copies of the Distributors Settlement Agreement and Janssen Settlement Agreement
31 (collectively “Settlement Agreements”) representing the terms of the tentative settlement agreements with
32 the Settling Defendants have been provided with this Resolution; and

33
34 **WHEREAS**, the Settlement Agreements provide, among other things, for the payment of certain
35 sums to Participating Subdivisions (as defined in the Settlement Agreements) upon the occurrence of
36 certain events detailed in the Settlement Agreements; and

37
38 **WHEREAS**, the County is a Participating Subdivision in the Settlement Agreements and has the
39 opportunity to participate in the benefits associated with the Settlement Agreement provided the County
40 (a) approves the Settlement Agreements; (b) approves the Memorandum of Understanding allocating
41 proceeds from the Settlement Agreements among the various Wisconsin Participating Subdivisions, a
42 copy of which is attached to this Resolution (the “Allocation MOU”); (c) approves the Memorandum of

43 Understanding with the Wisconsin Attorney General regarding allocation of settlement proceeds, a copy
44 of which is attached to this Resolution (the “AG MOU”); and (d) the Legislature’s Joint Committee on
45 Finance approves the terms of the Settlement Agreements and the AG MOU; and
46

47 **WHEREAS**, 2021 Wisconsin Act 57 created Section 165.12 of the Wisconsin Statutes relating to
48 the settlement of all or part of the Litigation; and
49

50 **WHEREAS**, pursuant to Wis. Stat. § 165.12(2), the Legislature’s Joint Committee on Finance is
51 required to approve the Settlement Agreements and the AG MOU; and
52

53 **WHEREAS**, pursuant to Wis. Stat. § 165.12(2), the proceeds from any settlement of all or part of
54 the Litigation are distributed 70% to local governments in Wisconsin that are parties to the Litigation and
55 30% to the State; and
56

57 **WHEREAS**, Wis. Stat. § 165.12(4)(b)2. provides the proceeds from the Settlement Agreement
58 must be deposited in a segregated account (the “Opioid Abatement Account”) and may be expended only
59 for approved uses for opioid abatement as provided in the Settlement Agreements; and
60

61 **WHEREAS**, Wis. Stat. § 165.12(7) bars claims from any Wisconsin local government against the
62 Opioid Defendants filed after June 1, 2021; and
63

64 **WHEREAS**, the definition of Participating Subdivisions in the Settlement Agreements recognizes
65 a statutory bar on claims such as that set forth in Wis. Stat. § 165.12(7) and, as a result, the only
66 Participating Subdivisions in Wisconsin are those counties and municipalities that were parties to the
67 Litigation (or otherwise actively litigating a claim against one, some, or all of the Opioid Defendants) as
68 of June 1, 2021; and
69

70 **WHEREAS**, the Legislature’s Joint Committee on Finance is not statutorily authorized or required
71 to approve the allocation of proceeds of the Settlement Agreements among Wisconsin Participating
72 Subdivisions; and
73

74 **WHEREAS**, the Law Firms have engaged in extensive discussions with counsel for all other
75 Wisconsin Participating Subdivisions resulting in the proposed Allocation MOU, which is an agreement
76 between all of the entities identified in the Allocation MOU as to how the proceeds payable to those
77 entities under the Settlement Agreements will be allocated; and
78

79 **WHEREAS**, there is provided with this Resolution a summary of the essential terms of the
80 Settlement Agreements, the deadlines related to the effective dates of the Settlement Agreements, the
81 ramifications associated with the County’s refusal to enter into the Settlement Agreements, the form of
82 the Allocation MOU, the form of the AG MOU, and an overview of the process for finalizing the
83 Settlement Agreements; and
84

85 **WHEREAS**, the County, by this Resolution, shall establish the Opioid Abatement Account for
86 the receipt of the proceeds of the Settlement Agreements consistent with the terms of this Resolution; and
87

88 **WHEREAS**, the County’s Opioid Abatement Account shall be separate from the County’s general
89 fund, shall not be commingled with any other County funds, and shall be dedicated to funding opioid
90 abatement measures as provided in the Settlement Agreements; and
91

92 **WHEREAS**, pursuant to the County’s engagement agreement with the Law Firms, the County
93 shall pay up to an amount equal to 25% of the proceeds from successful resolution of all or part of the
94 Litigation, whether through settlement or otherwise, plus the Law Firms’ costs and disbursements, to the
95 Law Firms as compensation for the Law Firms’ efforts in the Litigation and any settlement; and
96

97 **WHEREAS**, the Law Firms anticipate making application to the national fee fund established in
98 the Settlement Agreements seeking payment, in whole or part, of the fees, costs, and disbursements owed
99 the Law Firms pursuant to the engagement agreement with the County; and
100

101 **WHEREAS**, it is anticipated the amount of any award from the fee fund established in the
102 Settlement Agreements will be insufficient to satisfy the County’s obligations under the engagement
103 agreement with the Law Firms; and
104

105 **WHEREAS**, the County, by this Resolution, and pursuant to the authority granted the County in
106 the applicable Order emanating from the Litigation in relation to the Settlement Agreements and payment
107 of attorney fees, shall execute an Escrow Agreement, which shall among other things direct the escrow
108 agent responsible for the receipt and distribution of the proceeds from the Settlement Agreements to
109 establish an account for the purpose of segregating funds to pay the fees, costs, and disbursements of the
110 Law Firms owed by the County (the “Attorney Fees Account”) in order to fund a state-level “backstop”
111 for payment of the fees, costs, and disbursements of the Law Firms; and
112

113 **WHEREAS**, in no event shall payments to the Law Firms out of the Attorney Fees Account and
114 the fee fund established in the Settlement Agreements exceed an amount equal to 25% of the amounts
115 allocated to the County in the Allocation MOU; and
116

117 **WHEREAS**, the intent of this Resolution is to authorize the County to enter into the Settlement
118 Agreements, the Allocation MOU, and the AG MOU, establish the County’s Opioid Abatement Account,
119 and establish the Attorney Fees Account; and
120

121 **WHEREAS**, the County, by this Resolution, shall authorize the County’s corporation counsel to
122 finalize and execute any escrow agreement and other document or agreement necessary to effectuate the
123 Settlement Agreements and the other agreements referenced herein.
124

125 **NOW, THEREFORE, BE IT RESOLVED:** the County Board of Supervisors hereby approves:
126

- 127 1. The execution of the Distributors Settlement Agreement and any and all documents
128 ancillary thereto and authorizes the Board Chair or the County Administrator to execute
129 same.
130
- 131 2. The execution of the Janssen Settlement Agreement and any and all documents ancillary
132 thereto and authorizes the Board Chair or County Administrator to execute same.
133
- 134 3. The final negotiation and execution of the Allocation MOU in form substantially similar
135 to that presented with this Resolution and any and all documents ancillary thereto and
136 authorizes the Board Chair or County Administrator to execute same upon finalization
137 provided the percentage share identified as allocated to the County is substantially similar
138 to that identified in the Allocation MOU provided to the Board with this Resolution.
139

- 140 4. The final negotiation and execution of the AG MOU in form substantially similar to that
141 presented with this Resolution and any and all documents ancillary thereto and authorizes
142 the Board Chair or County Administrator to execute same.
143
- 144 5. The corporation counsel's negotiation and execution of the Escrow Agreement for the
145 receipt and disbursement of the proceeds of the Settlement Agreements as referenced in
146 the Allocation MOU.
147

148 **BE IT FURTHER RESOLVED:** the County hereby establishes an account separate and distinct
149 from the County's general fund which shall be titled "Opioid Abatement Account." All proceeds from
150 the Settlement Agreements not otherwise directed to the Attorney Fees Account established under the
151 Escrow Agreement shall be deposited in the Opioid Abatement Account. The Opioid Abatement Account
152 shall be administered consistent with the terms of this Resolution, Wis. Stat. § 165.12(4), and the
153 Settlement Agreements.
154

155 **BE IT FURTHER RESOLVED:** the County hereby authorizes the escrow agent under the
156 Escrow Agreement to establish an account separate and distinct from any account containing funds
157 allocated or allocable to the County which shall be referred to by the County as the "Attorney Fees
158 Account." The escrow agent shall deposit a sum equal to up to, but in no event exceeding, an amount
159 equal to 20% of the County's proceeds from the Settlement Agreements into the Attorney Fees Account.
160 If the payments to the County are not enough to fully fund the Attorney Fees Account as provided herein
161 because such payments are made over time, the Attorney Fees Account shall be funded by placing up to,
162 but in no event exceeding, an amount equal to 20% of the proceeds from the Settlement Agreements
163 attributable to Local Governments (as that term is defined in the Allocation MOU) into the Attorney Fees
164 Account for each payment. Funds in the Attorney Fees Account shall be utilized to pay the fees, costs,
165 and disbursements owed to the Law Firms pursuant to the engagement agreement between the County and
166 the Law Firms provided, however, the Law Firms shall receive no more than that to which they are entitled
167 under their fee contract when considering the amounts paid the Law Firms from the fee fund established
168 in the Settlement Agreements and allocable to the County. The Law Firms may make application for
169 payment from the Attorney Fees Account at any time and the County shall cooperate with the Law Firms
170 in executing any documents necessary for the escrow agent to make payments out of the Attorney Fees
171 Account.
172

173 **BE IT FURTHER RESOLVED** that all actions heretofore taken by the Board of Supervisors and
174 other appropriate public officers and agents of the County with respect to the matters contemplated under
175 this Resolution are hereby ratified, confirmed and approved.
176

177 Offered by the Finance Committee on this 21st day of December, 2021.
178

179 Fiscal Note: None

Finance Vote (If required):

____ Yes ____ No ____ Absent

Drafted & Approved as to form:

Lisa Aldinger Hamblin, 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
A raised seal certifies an official document.