

Finance Committee  
December 15, 2021

Present: Cedric Schnitzler, Wallace Habegger, David Pierce, Mark Halverson, Toni Wissestad  
Others: Tina Osterberg, Diane Erickson, Wes Revels, Chris Weaver, Pamela Pipkin, Debbie Carney, David Ohnstad, Ed Smudde, Eric Weihe, Ron Hamilton

Virtual: Brad Viegut

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, January 19, 2022 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 11/17/2021 minutes. Carried 5-0.
- Public Comment – None.
- Treasurer
  - a. Debra Carney provided the Monthly Treasurers Report.
  - b. Treasurer Department Monthly Report.
  - c. Manufacturing Appeals – Debra Carney provided members with a listing of appeals that may be coming up in the future. She will keep the county up to date.
- Credit Card Approvals:
  - a. Veterans Service – Chair Schnitzler pulled from the agenda at request of the Veteran's Service Officer.
  - b. Sheriff's Office – Motion by Toni Wissestad second by Mark Halverson to approve credit card request. Chris Weaver, Chief Deputy explained \$1,000.00 credit card request for Patrol Deputy. Carried 5-0.
- Notice of Line Item Transfer(s)-
  - a. Circuit Court – Motion by Toni Wissestad second by Wallace Habegger to approve line item transfer. Judge Todd Ziegler explained 2021 line item transfer in the amount of \$34,300.00 for doctor examinations and employee salaries due to retirement. Carried 5-0.
  - b. Solid Waste – Motion by Wallace Habegger second by David Pierce to approve line item transfer. Mark Halverson, County Board Supervisor explained 2021 line item transfer in the amount of \$1,029.00 for Sand Creek expenses. Carried 5-0.
  - c. Personnel – Motion by Wallace Habegger second by Mark Halverson to approve line item transfer. Ed Smudde, Personnel Director explained 2021 line item transfer in the amount of \$1,100.00 for salaries. Carried 5-0.
  - d. Finance – Motion by David Pierce second by Toni Wissestad to approve line item transfer. Diane Erickson, Finance Director explained the 2021 line item transfer in the amount of \$325.00 for printer/copier charges. Carried 5-0.
- Budgetary Adjustment(s) -
  - a. Corporation Counsel/Child Support – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Pamela Pipkin, Child Support Director explained 2021 budget adjustment in the amount of \$13,500.00 for attorney contracted services. Discussion. Carried 5-0.
  - b. Justice Programs – Motion by Wallace Habegger second by Toni Wissestad to approve budget adjustment. Eric Weihe, Justice Programs Coordinator explained 2022 budget adjustment in the amount of \$69,401.00 for WI Department of Justice grant. Carried 5-0.
  - c. Rolling Hills – Motion by Toni Wissestad second by David Pierce to approve budget adjustment. Tina Osterberg, Monroe County Administrator explained 2021 budget adjustment in the amount of \$36,756.00 for additional ITP funding and supplies. Carried 5-0.

- d. Sheriff's Office – Motion by Wallace Habegger second by David Pierce to approve budget adjustment. Chris Weaver, Chief Deputy explained 2021 budget adjustment in the amount of \$5,000.00 for training weapons, ammunition and protective gear. Carried 5-0.
- e. Jail – Motion by Wallace Habegger second by Toni Wissestad to approve budget adjustment. Chris Weaver, Chief Deputy explained 2021 budget adjustment in the amount of \$29,300.00 for medical expenses for inmates. Carried 5-0.
- f. Finance – Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Diane Erickson, Finance Director explained 2021 budget adjustment in the amount of \$15,565.00 for finance positions health and dental insurance not budgeted. Carried 5-0.

- Resolution -

- a. Resolution Authorizing Approval of Updates and Changes to the Monroe County Accounting and Financial Policies and Procedures Manual – Motion by Mark Halverson second by Wallace Habegger to approve resolution and forward to the board for approval. Diane Erickson, Finance Director explained updates to the Accounting & Financial Policies and Procedures Manual. Carried 5-0.
- b. Resolution Authorizing the Issuance of General Obligation Promissory Notes in an Amount Not to Exceed \$5,000,000 for Highway Improvement Projects. Brad Viegut, Baird explained bonding summary to include borrowing, structure and purpose. Motion by David Pierce second by Wallace Habegger to approve resolution and forward to the board for approval. Discussion. Carried 5-0.

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. Motion by Mark Halverson second by David Pierce to move into closed session. A roll call was taken with Schnitzler, Habegger, Pierce, Wissestad and Halverson all voting yes.

Motion to return to open session by Mark Halverson second by David Pierce. A roll call vote was taken with Schnitzler, Habegger, Pierce, Wissestad and Halverson all voting yes.

- c. Chair Schnitzler announced that the 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, passed with all members voting yes. The resolution will be forwarded to the full board for approval, carried 5-0.

- Finance

- a. Diane Erickson provided the Monthly Financial Report.
- b. Finance Department Monthly Report.

- Self-Insurance Balance Update – Diane Erickson, Finance Director provided a self-insurance update.

- 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 5-0.
- b. Monthly Disbursement Journal – Motion by Mark Halverson second by Wallace Habegger to approve disbursement journal. Carried 5-0.
- c. Monthly Per Diems and Vouchers - Motion by Toni Wissestad second by Wallace Habegger to approve Monthly County Per Diems and Vouchers. Carried 5-0.

- Items for next month's agenda – Self Insurance Balance Update; Finance Budget Adjustment.

- Motion by David Pierce second by Mark Halverson to adjourn the meeting at 10:13 a.m. Carried 5-0.

Shelley Bohl, County Clerk, Recorder