

Finance Committee
January 19, 2022

Present: Cedric Schnitzler, Wallace Habegger, Mark Halverson

Absent: Toni Wissestad, David Pierce

Others: Tina Osterberg, Diane Erickson, Ron Hamilton, Stan Hendrickson, Chris Weaver, Wes Revels, David Hesel, Alison Elliott, Eric Weihe, Kelly Talsky, Bob Micheel, Debra Carney, 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, February 16, 2022 regular meeting in the Monroe County Assembly Room at 9:00 a.m. February 3, 2022 special meeting for ARPA funds.
- Minutes Approval - Motion by Mark Halverson second by Wallace Habegger to approve the 12/15/21 minutes. Carried 3-0.
- Public Comment – None.
- Credit Card Approvals:
 - a. Clerk of Court – Motion by Wallace Habegger second by Mark Halverson to approve credit card request. Tina Osterberg, County Administrator explained \$1,000.00 request for the Clerk of Circuit Court. Carried 3-0.
 - b. Highway – Motion by Mark Halverson second by Wallace Habegger to approve credit card request contingent upon Highway Committee approval. Dave Ohnstad, Highway Commissioner explained \$5,000.00 request for inventory specialist. Carried 3-0.
- Notice of Line Item Transfer(s)-
 - a. Land Conservation – Motion by Wallace Habegger second by Mark Halverson to approve line item transfer. Bob Micheel, Land Conservation Director explained the 2021 line item transfer in the amount of \$3,760.00 for tri-creek flooding warning system housing structure. Carried 3-0.
 - b. Health/WIC – Motion by Wallace Habegger second by Mark Halverson to approve line item transfer. 2021 line item transfer in the amount of \$750.00 for mileage, salaries and fringes. Carried 3-0.
- Budgetary Adjustment(s) -
 - a. Highway – Motion by Mark Halverson second by Wallace Habegger to approve budget adjustment contingent upon Highway Committee approval. David Ohnstad, Highway Commissioner explained the 2022 budget adjustment in the amount of \$291,500.00 for two trucks and a tractor. Carried 3-0.
 - b. Health – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. 2021 budget adjustment in the amount of \$475.00 for funds for purchasing DocuSign and Journal of PH Management and Practice. Carried 3-0.
 - c. Justice Programs – Motion by Mark Halverson second by Wallace Habegger to approve budget adjustment. Eric Weihe, Justice Programs Coordinator explained the 2021 budget adjustment in the amount of \$40,000.00 for electronic monitoring program. Carried 3-0.
 - d. Human Services – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Ron Hamilton, Human Services Director explained 2021 budget adjustment in the amount of \$495,000.00 for WIMCR less than actual received. Carried 3-0.
 - e. Solid Waste – Motion by Mark Halverson second by Wallace Habegger to approve budget adjustment. David Hesel, Solid Waste Manager explained 2021 budget adjustment in the amount of \$11,000.00 for semi trailer. Carried 3-0.
 - f. Zoning – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Alison Elliott, Sanitation, Planning & Zoning, Dog Control Administrator explained the 2021 budget adjustment in the amount of \$4,525.00 for health insurance. Carried 3-0.
 - g. Sanitation – Motion by Mark Halverson second by Wallace Habegger to approve budget adjustment. Alison Elliott, Sanitation, Planning & Zoning, Dog Control Administrator explained the 2021 budget adjustment in the amount of \$5,735.00 for health insurance. Carried 3-0.

- h. Jail – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Stan Hendrickson, Jail Administrator explained the 2021 budget adjustment in the amount of \$5,900.00 for inmate medical expenses. Carried 3-0.
 - i. Sheriff's Office – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Chris Weaver, Chief Deputy explained 2021 budget adjustment in the amount of \$39,078.21 for Bureau of Traffic Safety Grant. Carried 3-0.
 - j. Finance – Motion by Mark Halverson second by Wallace Habegger to approve budget adjustment. Diane Erickson, Finance Director explained the 2021 budget adjustment in the amount of \$1,201,355.25 for stop loss reimbursement payments. Carried 3-0.
- Fiscal Note on Resolution -
 - a. Resolution Supporting Memorandum of Understanding between Task Force McCoy and Monroe County Department of Human Services. Motion by Wallace Habegger second by Mark Halverson to approve fiscal note. Ron Hamilton, Human Services Director explained undetermined costs for the protection of Afghan evacuee children. Carried 3-0.
 - b. Resolution Authorizing Restricted Broadband Funds to Non-Lapsing Accounts for Monroe County. Motion by Mark Halverson second by Wallace Habegger to approve fiscal note. Tina Osterberg, County Administrator explained carrying of surplus funds from year to year into the Monroe County non-lapsing broadband accounts. Carried 3-0.
 - Resolution Denying Claim of Kathy M. Friday – Motion by Mark Halverson second by Wallace Habegger to approve resolution and forward to the board for full approval. Shelley Bohl, County Clerk explained request to deny claim. Carried 3-0.
 - Treasurer
 - a. Debra Carney provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report.
 - 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 Mark Halverson second by Wallace Habegger to approve notice of donations/user fees received budget adjustment. Carried 3-0.
 - b. Monthly Disbursement Journal – Motion by Wallace Habegger second by Mark Halverson to approve disbursement journal. Carried 3-0.
 - c. Monthly Per Diems and Vouchers - Motion by Mark Halverson second by Wallace Habegger to approve Monthly County Per Diems and Vouchers. Carried 3-0.
 - Items for next month's agenda –
 - Chair Schnitzler adjourned the meeting at 9:50 a.m. Carried 3-0.

Shelley Bohl, County Clerk
Recorder