



MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1
SPARTA, WISCONSIN 54656
PHONE 608-269-8705
FAX 608-269-8747
www.co.monroe.wi.us

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, February 16, 2022

SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Next Month's Meeting Date/Time
3. Minutes Approval of January 19, 2022 and January 26, 2022
4. Public Comment
5. Request for Line Item Transfer(s) – Discussion/Action
 - a. Personnel
 - b. District Attorney
 - c. Health
 - d. Jail
6. Notice of Budgetary Adjustment(s) – Discussion/Action
 - a. Land Conservation
 - b. District Attorney/Victim Witness
 - c. Health
 - d. County Board
 - e. Finance (2)
 - f. Sheriff (2)
7. Notice of Re-Purpose of Funds – Discussion/Action
 - a. Sheriff
8. Request for Credit Card Approval – Discussion/Action
 - a. Sheriff
 - b. Finance
9. Resolution – Discussion/Action
 - a. Resolution Approving Monroe County American Recovery Plan Act “ARPA” Coronavirus State and Local Fiscal Recovery Funds Use
 - b. Resolution Approving Public Private Partnership Agreement By and Between the County of Monroe, Wisconsin and Vernon Communications Cooperative
10. Finance
 - a. Monthly Financial Report
 - b. Finance Department Monthly Report Review
11. Self-Insurance Balance Update

**FINANCE MEETING
February 16, 2022 Agenda**

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: February 10, 2022

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
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 Heser, 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 Heser, 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

Finance Committee
January 26, 2022

Present: Cedric Schnitzler, Wallace Habegger, Mark Halverson, David Pierce
Absent: Toni Wissestad
Others: Brad Viegut, David Ohnstad

The meeting was called to order at the Sparta American Legion Post #100 at 5:30 p.m. by Chair Cedric Schnitzler.

- Resolution Award the Sale of \$5,000,000 General Obligation Promissory Notes - Motion by Mark Halverson second by David Pierce to adopt resolution and forward to the full board for approval. Brad Viegut, Baird provided bid results, issue summary and financing plan to members. Carried 4-0.
- Motion by David Pierce second by Wallace Habegger to adjourn the meeting at 5:33 p.m. Carried 4-0.

Shelley Bohl, County Clerk
Recorder

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: Personnel
 Budget Year Amended: 2021

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11431000-515700	Education & Training	\$ 5,179.00	\$ 1,860.00	\$ 577.00	\$ 3,319.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 1,860.00		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11430000-511000	Salaries	\$ 134,434.00	\$ 1,860.00	\$ 136,328.00	\$ 136,294.00
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 1,860.00		

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. This is needed as there was additional recruitment expenses after the initial line item request on this matter, due to an up tick in recruitment in December 2021.
 Working with County Mutual we were able to save on costs of our highest cost training originally expected for 2021 to go from an estimated \$700/class to \$0/ as we use them for other services within the county leaving extra within the budget for 2021.

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: Feb 14, 2022
Department: District Attorney
Amount: \$ 855.00
Budget Year Amended: 2021

From Account

<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Transfer Amount</u>	<u>YTD Expenditures</u>	<u>New Budget</u>
11310000	533010	DV615	Conf/Sem Fees	\$ 1,630.00	\$ 855.00	\$ 413.10	\$ 775.00
							\$ -
							\$ -
Total Transfer					\$ 855.00		

To Account

<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Transfer Amount</u>	<u>YTD Expenditures</u>	<u>New Budget</u>
11310000	511000		Salaries	\$ 349,090.00	\$ 120.00	\$ 349,208.62	\$ 349,210.00
11310000	511200		Overtime	\$ 2,639.00	\$ 445.00	\$ 3,084.44	\$ 3,084.00
11310000	515020		Health Insurance	\$ 115,862.00	\$ 290.00	\$ 116,205.56	\$ 116,152.00
							\$ -
Total Transfer					\$ 855.00		

Explanation for Transfer:
Actual costs for salaries and fringes exceeded budgeted amount.
Conference fees are less than budgeted and can cover the overage in Rollup code DA100.

[Handwritten Signature]

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

Date: February 1, 2022
Department: Health
Amount: \$4,200.00
Budget Year Amended: 2021

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
24110000	533200		Mileage	\$ 11,522.00	\$ 4,200.00	\$ 3,788.85	\$ 7,322.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 4,200.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
24110000	522025		Telephone	\$ 11,886.00	\$ 400.00	\$ 12,261.32	\$ 12,286.00
24110000	523600		Equipment	\$ 2,741.00	\$ 200.00	\$ 2,918.35	\$ 2,941.00
24110000	534050		Block Grant Supplies	\$ 27,897.83	\$ 3,600.00	\$ 24,528.87	\$ 31,497.83
							\$ -
Total Transfer					\$ 4,200.00		

Explanation for Transfer:

Unexpected costs in the telephone, equipment and block grants expenses.

Department Head Approval Tiffany E. Hieser
Governing Committee Approval David Brown 2-1-22

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

Date: _____
Department: _____ **Jail**
Amount: \$ _____ **3,500.00**
Budget Year Amended: _____ **2021**

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12700000	515700		Emp Education & Training	\$ 6,618.00	\$ 3,500.00	\$ 1,312.50	\$ 3,118.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 3,500.00		


To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12700000	511000		Salaries	\$ 139,286.00	\$ 2,999.00	\$ 143,544.97	\$ 142,285.00
12700000	515005		Retirement	\$ 9,403.00	\$ 185.00	\$ 9,587.57	\$ 9,588.00
12700000	515010		Social Security	\$ 8,637.00	\$ 3.00	\$ 8,639.26	\$ 8,640.00
12700000	515015		Medicare	\$ 2,021.00	\$ 54.00	\$ 2,073.86	\$ 2,075.00
12700000	515020		Health Insurance	\$ 37,608.00	\$ 233.00	\$ 37,840.35	\$ 37,841.00
12700000	515040		Workers Comp	\$ 795.00	\$ 26.00	\$ 820.49	\$ 821.00
Total Transfer					\$ 3,500.00		

Explanation for Transfer:

Actual costs for salaries and fringes exceeded budgeted amount.

Employee Education & Training is less than budgeted and can cover the overage in Rollup code JA100.

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 _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 8, 2021
 Department: Land Conservation
 Amount: \$5,165.00
 Budget Year Amended: 2021

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

- 1.) The Wildlife Damage & Abatement program doubled (43) the amount of deer donated for processing that provides venison to the Monroe County food pantries. Budget increase to reflect donations.
 - 2.) Staff salary & fringe expenses over budget in 2021, savings realized in the Comprehensive Planning account along with the Tree Sales revenue & expenses accounts will cover increase.
- No levy dollars impacted.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
16945000	435800		Wildlife Damage & Abateme	\$ 28,000.00	\$ 331.00	\$ 28,331.00
16940000	468120		Tree Sale Revenue	\$ 9,500.00	\$ 4,834.00	\$ 14,334.00
						\$ -
						\$ -
Total Adjustment					\$ 5,165.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
16945000	521710		Abatement Practices	\$ 28,000.00	\$ 331.00	\$ 28,331.00
16940000	521705		Tree Sales	\$ 8,000.00	\$ 4,834.00	\$ 12,834.00
16940000	521708		Comprehensive Planning	\$ 5,000.00	\$ (4,538.00)	\$ 462.00
16940000	511000		Salaries	\$ 260,563.00	\$ 4,538.00	\$ 265,101.00
						\$ -
						\$ -
Total Adjustment					\$ 5,165.00	

Department Head Approval: Bob Midul 2-8-22

Date Approved by Committee of Jurisdiction: Nodej VanWyecken 2-9-22

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: February 14, 2022
 Department: District Attorney-Victim Witness
 Amount: \$8,557.00
 Budget Year Amended: 2021

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

This budget adjustment is to cover Health Insurance Cost overage for the Victim Witness Program. At budget time a former employee was not utilizing County health insurance and the new employee has elected to take family insurance. The amount the Department is not able to cover is requested from the Retirement/Fringe pool.

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
1143500	515200		Retirement/Fringe Pool	\$ 123,874.52	\$ (8,557.00)	\$ 115,317.52
11311000	515020		Health Insurance	\$ 9,402.00	\$ 8,557.00	\$ 17,959.00
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: January 4, 2022
 Department: Health
 Amount: \$5,000.00
 Budget Year Amended: 2022

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

Received a donation from David Mubarak from Tomah, WI.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	465900		Misc.	\$ 6,500.00	\$ 5,000.00	\$ 11,500.00
Total Adjustment					\$ 5,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	534050		Block Grant Supplies	\$ 13,000.00		\$ 13,000.00
Total Adjustment					\$ -	

Department Head Approval: _____

Tiffany E. Hines 2-1-22

Date Approved by Committee of Jurisdiction: _____

David A. Pierce 2-1-22

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: February 1, 2021
 Department: County Board
 Amount: \$11,235.52
 Budget Year Amended: 2021

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

This budget adjustment is to cover overages in the 2021 County Board budget lines from the Contingency Fund.


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
11100000	511000		Salaries	\$ 65,000.00	\$ 11,185.52	\$ 76,185.52
11100000	532000		Books/Pub/Subscription	\$ 4,000.00	\$ (400.00)	\$ 3,600.00
11100000	533010		CONFERENCE/SEMINARS	\$ 2,000.00	\$ (308.75)	\$ 1,691.25
11100000	533200		MILEAGE	\$ 15,600.00	\$ (2,953.08)	\$ 12,646.92
11100000	553050		BUILDING RENT	\$ 750.00	\$ 50.00	\$ 800.00
10010000	539200		CONTINGENCY FUND	\$ 15,484.00	\$ (7,573.69)	\$ 7,910.31
Total Adjustment					\$ -	

Department Head Approval: _____

 2-3-22

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: February 7, 2022
 Department: Sheriff
 Amount: \$43,000.00
 Budget Year Amended: 2022

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


Sheriff's Office is seeking a budget adjustment to roll funds from 2021 budget (Patrol Salaries) to 2022 budget (Capital Equipment) for the purpose of purchasing a UTV for patrol, search and rescue, damage assessment, investigative response to rural areas, etc.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	493000		General Fund Balance Appli	\$ 234,233.00	\$43,000	\$ 277,233.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 43,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
17210210	581000		Capital Equipment	\$ 56,822.00	\$ 43,000.00	\$ 99,822.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 43,000.00	

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: February 7, 2022
 Department: Sheriff
 Amount: \$19,950.00
 Budget Year Amended: 2022

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

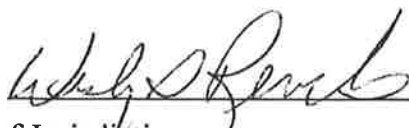
Sheriff's Office is seeking a budget adjustment to roll funds from 2021 budget (Detective Overtime) to 2022 budget (Capital Equipment) for the purpose of purchasing two pair of night vision goggles for primary use by Combined Tactical Unit personnel with additional uses for search and rescue, investigation and other needs. Sheriff's Office received a grant for the purchase of three of these goggles. The purchase of two more will outfit all of our tactical personnel.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	493000		General Fund Balance Appli	\$ 214,283.00	\$19,950	\$ 234,233.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 19,950.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
17210210	581000		Capital Equipment	\$ 36,872.00	\$ 19,950.00	\$ 56,822.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 19,950.00	

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: _____

Notice of Re-Purpose of Funds

MONROE COUNTY

Unanticipated Change of What Funds Were Budgeted For

Date: 2/2/2022
 Department: Sheriff
 Amount: \$ 151,548 00
 Budget Year Amended: 2022

Explanation/Reason funds are being re-purposed and affect on Program:
 (If needed attached separate brief explanation.)

Sheriff's Office budget included four pursuit rated SUVs in 2021. Due to manufacturing delays these vehicles were not received in 2021, but are anticipated to be received in March 2022. This request is for authorization to spend the budget funds from 2021 in 2022

Original Budgeted Line's Purpose:

Org	Object	Project	Account Name	Original Purpose	New Purpose	Amount to Re-Purpose
17100169	581100	SH815	Non-Lapsing Sheriff Vehicles	2021 Budget - Vehicle Purchase	2022 Budget - Vehicle Purchase	\$ 151,548 00
Total Adjustment						\$ 151,548 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: _____

Request for Credit Card Approval

Department: Sheriff

Committee: Public Safety

Name of Card Holder	Title of Postion	Credit Card Limit
Nathaniel Heffner	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 Credit Card Approval

Department: Finance

Committee: Finance

Name of Card Holder	Title of Postion	Credit Card Limit
Melinda Hemmersbach	Financial & System Control Coordinator	\$ 2,500.00

Justification for Credit Card(s):

Credit card to use for conference training registrations and expenses.

Department Head Approval: *Marianne Erickson*

Date Approved by Committee of Jurisdiction: _____

Following this acceptance please forward to the County Clerk's Office.

Date Approved By Finance Committee: _____

**RESOLUTION APPROVING MONROE COUNTY AMERICAN RECOVERY PLAN ACT
“ARPA” CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS USE**

1 **WHEREAS**, The American Recovery Plan Act (“ARPA”) appropriated Monroe County
2 \$8,984,103 in Coronavirus State and Local Fiscal Recovery Funds (Fiscal Recovery Funds); and
3

4 **WHEREAS**, The funds will be received in two separate payments, 50% (\$4,492,051.50) was
5 received in May of 2021 and remaining 50% (4,492,051.50) to be paid at least 12 months after the first
6 payment; and
7

8 **WHEREAS**, The American Recovery Plan Act (“ARPA”) appropriated funds received in May of
9 2021 have earned \$7,666.00 in interest income through November 2021; and
10

11 **WHEREAS**, Funds will be available through December 31, 2024, and may cover costs from
12 March 3, 2021, through December 24, 2024; and
13

14 **WHEREAS**, All funds must be incurred and obligated by December 31, 2024, with funds
15 expended to cover obligations and all work completed by December 31, 2026; and
16

17 **WHEREAS**, Funds not incurred or obligated by December 31, 2024 must be returned to the
18 United States Treasury; and
19

20 **WHEREAS**, The Finance Department received requests totaling \$19,019,733, of which two
21 requests (Solid Waste Leachate and ADRC/Health HVAC Upgrade) did have less expensive options
22 totaling \$913,250, by the deadline of December 31, 2021; and
23

24 **WHEREAS**, The Finance Committee met Thursday February 3, 2022 to hear presentations on all
25 submitted ARPA applications; and
26

27 **WHEREAS**, from said February 3, 2022 meeting, recommendations were discussed and approved
28 by the Finance Committee; and
29

30 **NOW, THEREFORE, BE IT RESOLVED**, by the Monroe County Board of Supervisors that they
31 do hereby approve the recommended use of the funds currently available from the May 2021 distribution of
32 \$4,492, 051.50 and interest through November 2021 of \$7,666.00 to equal \$4,499,717.50 as follows:
33

- 34 • \$2,437,852.00 – Rolling Hills Construction Project
- 35 • \$2,061,865.50 - Staff Wage Modification Recommendation – McGrath Wage Study
36

37 **BE IT FURTHER RESOLVED**, by the Monroe County Board of Supervisors that they do hereby
38 approve the recommended use of the second installment of \$4,492,051.50 to be received in 2022 contingent
39 on receipt as follows:
40

- 41 • \$2,438,134.50 – Staff Wage Modification Recommendation – McGrath Wage Study
- 42 • \$1,696,704.00 – Broadband project
- 43 • \$23,920.00 – 16 squad car AEDs
- 44 • \$77,920.00 – 14 Body worn cameras for the Jail
- 45 • \$30,000.00 – Private Well Testing
- 46 • \$100,000.00 – Cost Share Flood Mitigation
- 47 • \$60,000.00 – Uniquely Wisconsin Discover Wisconsin Campaign
- 48 • \$65,373.00 – ADRC Transportation used handicap accessible vehicle
- 49 ○ (When handicapped accessible vehicle is sold proceeds would be returned to the
50 General Fund)

51 **BE IT FURTHER RESOLVED**, by the Monroe County Board of Supervisors that should the
52 McGrath Human Resources Group Wage Study recommendation be less than the total \$4,500,000.00
53 request, these funds would go towards an alternate project(s).

54
55 **BE IT FURTHER RESOLVED**, by the Monroe County Board of Supervisors that should any
56 funds remain after awarded projects are complete, these funds would be recommended and funded in the
57 following order:

- 58 • \$863,250.00 – Landfill Leachate Treatment System Upgrade
- 59 • \$748,550.00 – Highway Reconstruct CTH U in Village of Norwalk

60
61
62 **BE IT FURTHER RESOLVED**, by the Monroe County Board of Supervisors that all awardees
63 shall use or have committed funds by December 31, 2024. Any funds that are committed and not used by
64 December 31, 2024 shall be used no later than December 31, 2026.

65
66 **BE IT FURTHER RESOLVED**, by the Monroe County Board of Supervisors that all funds
67 awarded for Staff Wage Modifications per the McGrath Wage Study to be transferred to account 10010000
68 511000 to hold until final reconciliation of each year to distribute to departmental budgets for coverage of
69 wage increases for budget years 2022 through 2024. The Finance Department is authorized to make such
70 budget adjustments based on actual usage of funds during each of the three years.

71
72 **BE IT FURTHER RESOLVED**, the 2022 budgets shall be increased in the following manner:

	<u>ORG</u>	<u>Object</u>	<u>Amount</u>
73 1. Rolling Hills Construction Project – HVAC	64750990	521483	\$2,437,852.00
74 2. Rolling Hills Construction Project – Transfer In	64200000	499999	\$2,437,852.00
75 3. Rolling Hills Construction Project – Transfer Out GF	10000000	599999	\$2,437,852.00
76 4. Rolling Hills Construction Proj. – GF Funds Applied	10000001	493000	\$2,437,852.00
77 5. Staff Wage Modification Expenditures	10010000	511000	\$2,061,865.50
78 6. Staff Wage Modification – GF Funds Applied	10000001	493000	\$2,061,865.50

79
80
81
82 The following budget entries to be completed upon receipt of the remaining ARPA balance of \$4,492,051.50:

83 7. ARPA Fiscal Recovery Funds	10000001	435528	\$4,492,051.50
84 8. Staff Wage Modification Expenditures	10010000	511000	\$2,438,134.50
85 9. Broadband Project Expenditures	16702100	579100	\$1,696,704.00
86 10. Squad Car AEDs – Grant Expenditures	12110000	579100	\$23,920.00
87 11. Jail Body Worn Cameras – Capital Equipment	17270270	581000	\$77,920.00
88 12. Private Well Testing – Preventative Program Exp.	16940000	521520	\$30,000.00
89 13. Cost Share Flood Mitigation – Grant Expenditures	16943000	579100	\$100,000.00
90 14. Uniquely Wisconsin Discover Wisconsin Campaign	16700000	532100	\$60,000.00
91 15. ADRC Transportation Handicap Accessible Vehicle	24966100	581100	\$65,373.00
92 16. ADRC Handicap Accessible Vehicle – Transfer In	24900000	499999	\$65,373.00
93 17. ADRC Handicap Accessible Vehicle – Transfer Out	10000000	599999	\$65,373.00

94
95
96 Offered this 23rd day of February, 2022 by the Finance Committee

97
98 Purpose: To award all current ARPA Fiscal Recovery Funds received and future funds with contingency
99 per the recommendations of the Finance Committee.

100
101 Fiscal note: To award \$8,991,769 of ARPA Fiscal Recovery Funds to recommended applicant requests.
102 Per Wis. Stats. §65.90(5)(a) authorization will require a vote of two-thirds of the entire membership of the
103 governing body.

104
105 Drafted by: County Administrator, Tina Osterberg

<p>Finance Vote (If required): ____ Yes ____ No ____ Absent</p>	<p>Committee of Jurisdiction Forwarded on: _____, 20____ ____ Yes ____ No ____ Absent</p>
<p>Approved as to form on _____ _____ Lisa Aldinger Hamblin, Corporation Counsel</p>	<p>Committee Chair: _____ _____ _____</p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20____ ____ Yes ____ No ____ Absent</p>	<p>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 _____.</p> <hr/> <p>SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i></p>

Public Private Partnership Agreement

By and between the County of Monroe, Wisconsin and Vernon Communications Cooperative

WHEREAS, the County of Monroe, a political subdivision of the State of Wisconsin, seeks to help provide access to resources and the support structure necessary for economic development within its boundaries; and

WHEREAS, Vernon Communications Cooperative, a Wisconsin corporation ("Vernon"), proposes to expand broadband capability to reach the un-served or underserved residences and businesses in Monroe County where such service is currently unavailable or is prohibitively expensive; and

WHEREAS, it is currently expected that the proposed broadband expansion would be constructed in areas within Monroe County, Wisconsin and the enhanced broadband access and availability will be utilized to position Monroe County for desirable economic growth by addressing existing service disparities; and

WHEREAS, Vernon is applying for a Wisconsin Broadband Expansion Grant, through the Public Service Commission of Wisconsin, to expand access to broadband services in Monroe County, specifically the County's Rural Monroe County Project; and

WHEREAS, to further support its application for a Broadband Expansion Grant, the Monroe County Board of Supervisors enter into an Agreement with Vernon, referred to as a Public Private Partnership Agreement, to assist in this Project by:

Providing \$1,696,704.00 in cash for aid to construction for fiber-optic facilities to and throughout the project area from the second half American Rescue Plan Act Funds to be received in 2022. The County also agrees to provide, in-kind assistance to the Project which may be in the form of waived fees and expenses for obtaining permits or permissions required from Monroe County government;

Providing Vernon access to funds during the Project's construction phase, on a short term basis with no finance fees or interest, to pay for the construction portion of the project in an amount not to exceed the amount eligible for reimbursement by the Broadband Expansion Grant. Vernon will reimburse the County for these funds immediately upon reimbursement by the Broadband Expansion Grant.

Granting permission on and across County property to engage in activities to construct the Project in compliance with all existing rules and regulations;

Providing community education and outreach regarding the expansion of broadband access to residences and businesses within the scope of the Broadband Expansion Project; and recognizing that the Broadband Expansion Project is a priority and is consistent with internal planning documents adopted by Monroe County government.

NOW, THEREFORE, it is hereby agreed by and among the Parties as follows:

1. Records. Monroe County will maintain and be the custodian of all records associated with the administering and performance of this Agreement and will make those records available upon request.
2. Reporting. Vernon shall meet with the Monroe County Finance Committee on a semi-annual basis for the purpose of presenting an oral report on the status of the Project. The date, time and place of such meeting shall be determined cooperatively among the parties. No less than seven (7) days prior to such meeting, Vernon shall provide a written report regarding siting and construction progress in respect to the Project.
3. Effective Date. This Agreement shall become effective upon its adoption and shall remain in full force and effect until December 31, 2026 or terminated as provided herein.
4. New Members. After the effective date of this Agreement, additional municipalities may join in this Agreement.
5. Termination. This Agreement shall be deemed terminated by any party upon thirty (30) days written notice requesting termination of this Agreement in whole or in part.
6. Severability. The terms of this Agreement are severable and any determination by any court or agency having jurisdiction over the subject matter of this Agreement that results in the invalidity of any part shall not affect the remainder of the Agreement.
7. Amendments. The terms of this Agreement shall not be amended without the written authorization of the governing bodies of all Participating Parties.
8. Governing Law. This Agreement shall be governed by the laws of the State of Wisconsin.
9. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

COUNTY OF MONROE, WISCONSIN
A Participating Party

BY: _____
Cedric Schnitzler, Chairman Board of Supervisors

BY: _____
Shelley Bohl, County Clerk

Date: _____

VERNON COMMUNICATIONS COOPERATIVE
A Participating Party

BY: _____
Rodney D. Olson, CEO & General Manager

Date: _____