

Finance Committee  
March 16, 2022

Present: Cedric Schnitzler, Wallace Habegger, Mark Halverson, Toni Wissestad, David Pierce  
Others: Tina Osterberg, Diane Erickson, Pamela Pipkin, Ron Hamilton, Tiffany Giesler, Alison Elliott, Laura Endres, Bob Smith, Ed Smudde, Chris Weaver, Jeremiah Erickson, Wes Revels, David Hesar, Debbie Carney, Lynn Kloety

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 – Thursday, April 14, 2022 regular meeting in the Monroe County Assembly Room at 11:00 a.m.
- Minutes Approval - Motion by David Pierce second by Wallace Habegger to approve the 02/03, 02/16 and 02/23/22 minutes. Carried 5-0.
- Public Comment – None.
- Budgetary Adjustment(s) -
  - a. Child Support/Corporation Counsel – Motion by Mark Halverson second by Toni Wissestad to approve budget adjustment. Tina Osterberg, County Administrator explained the 2022 adjustment in the amount of \$33,976.00 for part-time Assistant Corporation Counsel/Child Support Attorney Position. Discussion. Pamela Pipkin, Child Support Director further explained. Carried 5-0.
  - b. Land Records - Motion by Wallace Habegger second by Toni Wissestad to approve budget adjustment. Jeremiah Erickson, GIS Specialist/Land Information Officer explained the 2022 adjustment in the amount of \$456.36 for GPS unit cellular plan. Carried 5-0.
  - c. Dog Control - Motion by Mark Halverson second by David Pierce to approve budget adjustment. Alison Elliott, Sanitation, Planning & Zoning and Dog Control Administrator explained the 2022 adjustment in the amount of \$5,000.00 for confiscated dog and other animal cases. Carried 5-0.
  - d. Jail – Motion by Wallace Habegger second by Toni Wissestad to approve budget adjustment. Chris Weaver, Chief Deputy explained the 2022 adjustment in the amount of \$13,600.00 for jail sound proofing panels. Carried 5-0.
  - e. Human Services - Motion by David Pierce second by Mark Halverson to approve budget adjustment. Ron Hamilton, Human Services Director explained the 2021 adjustment in the amount of \$80,000.00 for Wisconsin Medicaid Cost Report Funds. Carried 5-0. Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Ron Hamilton explained the 2021 adjustment in the amount of \$1,342,986.58 for Children's Long Term Support Program. Carried 5-0.
  - f. Health Department - Motion by Toni Wissestad second by David Pierce to approve budget adjustment. Tiffany Giesler, Health Director explained the 2022 adjustment in the amount of \$3,500.00 for Kindness Community donation. Carried 5-0. Motion by Wallace Habegger second by David Pierce to approve budget adjustment. Tiffany Giesler explained the 2021 adjustment in the amount of \$450.00 for United Piece Makers donation. Carried 5-0.
- Line Item Transfer(s) –
  - a. Solid Waste – Motion by Mark Halverson second by David Pierce to approve line item transfer. David Hesar, Solid Waste Manager explained the 2021 line item transfer in the amount of \$2,500.00 for recycling subsidy charge. Carried 5-0.
  - b. Medical Examiner – Motion by Wallace Habegger second by Mark Halverson to approve line item transfer. Bob Smith, Medical Examiner explained the 2021 line item transfer in the amount of \$12,141.00 for phone and salaries. Carried 5-0.
  - c. Finance – Motion by David Pierce second by Mark Halverson to approve budget adjustment. Diane Erickson, Finance Director explained the 2021 line item transfer in the amount of \$41,000.00 for self-funded insurance. Carried 5-0.
- Credit Card Approval

- a. Veterans Service Office – Motion by Wallace Habhegger second by Mark Halverson to approve credit card. Wallace Habhegger explained the request in the amount of \$2,500.00 for Assistant CVSO. Carried 5-0.
  - b. Human Services – Motion by David Pierce second by Toni Wissestad to approve credit cards. Ron Hamilton, Human Services Director explained request in the amount of \$5,000.00 for Position Change to CLTS, Social Worker in the amount of \$1,000.00 and CLTS Social Worker request in the amount of \$5,000.00. Carried 5-0.
  - c. Finance – Motion by Wallace Habhegger second by Mark Halverson to approve credit card. Diane Erickson, Finance Director explained credit card in the amount of \$1,000.00 for payroll accountant. Carried 5-0.
- Fiscal Note on Resolution –
  - a. Resolution Authorizing Establishment of One Additional Economic Support Specialist Position in the Human Services Department – Motion by David Pierce second by Toni Wissestad to approve fiscal note. Ron Hamilton, Human Services Director explained WREA Consortia funding from eight counties. Carried 5-0.
  - b. Resolution Amending Monroe County Ordinance, Chapter 47 – Motion by Toni Wissestad second by David Pierce to approve fiscal note. Alison Elliott, Sanitation, Planning & Zoning and Dog Control Administrator explained increase in revenue from zoning permits. Carried 5-0.
  - c. Resolution Authorizing Clerk of Courts and Sheriff's Salary Rates for the Next Term of Office in 2023-2026 – Motion by Wallace Habhegger second by Toni Wissestad to approve fiscal note. Ed Smudde, Personnel Director explained salary rates for the 2023-2026 term. Carried 5-0.
  - d. Resolution Authorizing Revised Compensation Plan Wage Adjustments Recommended by McGrath Human Resources Group. Motion by Wallace Habhegger second by Mark Halverson to approve fiscal note. Tina Osterberg, County Administrator explained wage adjustments based on the compensation plan schedule. Carried 5-0.
- Treasurer
  - a. Debbie Carney provided the Monthly Treasurers Report.
  - b. Treasurer Department Monthly Report Review.
- Bank Investments – Debbie Carney explained that it was difficult to find banks that would take large sums of money due to settlements and bond funding coming in at some time. Banks will only allow so much funding at one time. Some smaller banks don't want to take in larger amounts. Some banks will take it, but at a low interest rate. Debbie will review our banks as listed by resolution for a potential of adding banks to the policy.
- Finance
  - a. Diane Erickson provided the Monthly Financial Report.
  - b. Finance Department Monthly Report Review.
- Rolling Hills Change Order Approval – No Discussion.
- 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 Habhegger to approve notice of donations/user fees received budget adjustment. Carried 5-0.
  - b. Monthly Disbursement Journal – Motion by Toni Wissestad second by David Pierce to approve disbursement journal. Carried 5-0.
  - c. Monthly Per Diems and Vouchers - Motion by Wallace Habhegger second by Toni Wissestad to approve Monthly County Per Diems and Vouchers. Carried 5-0.
- Closed Session – Motion by David Pierce second by Wallace Habhegger to move into closed session. Cedric Schnitzler, Wallace Habhegger, Mark Halverson, Toni Wissestad, David Pierce all voted yes.

- Closed Session per Chapter 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Consideration of Revolving Loan Fund changes to Growing Stars Loan.
- Return to Open Session – Motion by David Pierce second by Wallace Habegger to move into open session. Cedric Schnitzler, Wallace Habegger, Mark Halverson, Toni Wissestad, David Pierce all voted yes.
- Chair Schnitzler announced that action was taken during closed session. The agenda item was tabled, and that any further discussion will involve the City of Sparta.
- Items for next month's agenda – Bank Investments
- Motion by Mark Halverson second by David Pierce to adjourn the meeting at 10:16 a.m. Carried 5-0.

Shelley Bohl, County Clerk  
Recorder