

Finance Committee
July 20, 2022

Present: Cedric Schnitzler, Wallace Habegger, James Kuhn, David Pierce

Absent: Toni Wissestad

Others: Tina Osterberg, Diane Erickson, Debbie Carney, David Ohnstad, Michael Thompson, Linda Smith, Chelsea Karacson, Alison Elliott, Adam Balz, Wes Revels, Eric Weihe, Tara Nichols, Judge Ziegler, Lisa Aldinger-Hamblin, Lori Svendsen

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, August 17, 2022 in the Monroe County Assembly Room at 9:00 a.m.

Future Budget Meetings to Note:

Oct 7, 2022 – Budget Publication

October 24 & 25, 2022 – Department Budget Meetings

November 2, 2022 Annual Budget Meeting

- Minutes Approval - Motion by Wallace Habegger second by David Pierce to approve the 06/15/2022 minutes. Carried 4-0.
- Public Comment – None.
- Highway Repurpose of Funds. Motion by David Pierce second by Wallace Habegger to approve Repurpose of Funds. David Ohnstad, Highway Commissioner explained the 2022 repurpose of funds in the amount of \$125,000.00 for Sparta Fuel System project. Carried 4-0.
- Credit Card(s) –
 - a. Human Services - Motion by David Pierce second by Wallace Habegger to approve credit card request. Alicia Darling explained request for the CCS Social Worker I position in the amount of \$1,000.00. Carried 4-0.
 - b. Rolling Hills - Motion by Wallace Habegger second by David Pierce to approve credit card request. Linda Smith, Nursing Home Administrator explained request for Business Manager in the amount of \$5,000.00. Carried 4-0.
- Budgetary Adjustment(s) –
 - a. Rolling Hills - Motion by David Pierce second by Wallace Habegger to approve budget adjustment. Linda Smith, Nursing Home Administrator explained the 2022 budget adjustment in the amount of \$38,650.00 for garbage compactor. Discussion. Carried 4-0.
 - b. Justice Programs - Motion by David Pierce second by James Kuhn to approve budget adjustment. Eric Weihe, Justice Programs Administrator explained the 2022 budget adjustment in the amount of \$40,965.00 for BJA Federal Grant monies. Discussion. Carried 4-0.
 - c. Zoning - Motion by David Pierce second by James Kuhn to approve budget adjustment. Alison Elliott, Sanitation, Planning & Zoning and Dog Control Administrator explained the 2022 budget adjustment in the amount of \$471.00 for variance requests. Carried 4-0.
- Fiscal Note on Resolution(s) –
 - a. Resolution to Conduct a Countywide Advisory Referendum on Clean Water Now for Wisconsin – Motion by Wallace Habegger second by David Pierce to approve fiscal note. Chair Cedric Schnitzler explained unbudgeted election publications not to exceed \$1,000.00. Discussion. Carried 3-1.
 - b. Resolution Authorizing the Purchase of a Transport Vehicle for the Monroe County Aging and Disability Resource Center (ADRC) – Motion by David Pierce second by James Kuhn to approve fiscal note. David Pierce explained vehicle purchase through ARPA funding. Discussion. Carried 4-0.
 - c. Resolution for Approval of Participation Agreement for Upgrade and Implementation of NextGen 9-1-1. Motion by James Kuhn second by Wallace Habegger to approve fiscal note. Michael

Thompson, Communications Center Director explained \$10,035.31 for upgrade and implementation of NextGen 9-1-1. Discussion. Carried 4-0.

- d. Resolution for PSAP Grant Funding for One Public Safety Answered Point per County – Motion by Wallace Habhegger second by David Pierce to approve fiscal note. Michael Thompson explained PSAP grant funding for training, equipment or software upgrades. Discussion. Carried 4-0.
 - e. Resolution Establishing 2023 Annual Budgeted Allocation for Pay for Performance – Motion by Wallace Habhegger second by David Pierce to approve fiscal note. Tina Osterberg, County Administrator explained 2% merit-based page adjustments along with adjusting the wage scale structure. Discussion. Carried 4-0.
- Resolution
 - a. Resolution to Establish Mileage Reimbursement Rate Effective August 1, 2022 for Monroe County – Motion by James Kuhn second by David Pierce to adopt resolution. Tina Osterberg, County Administrator explained adjustment to the current mileage rate Effective August 1, 2022. Discussion. Carried 4-0.
 - b. Resolution to Establish Mileage Reimbursement Rates for Future Budgets and Reimbursement Purposes in Monroe County – Motion by James Kuhn second by Wallace Habhegger to adopt resolution. Tina Osterberg, County Administrator explained funding for future mileage reimbursements on annual budgets. Discussion. Carried 4-0.
 - Treasurer Report –
 - a. Debbie Carney provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report Review
 - c. Investment Policy – The Investment Policy is being reviewed and updated.
 - d. Bank RFP's – Bank RFP's are currently out for bid.
 - e. Cancelled Checks – Checks are currently being issued before figures can be finalized.
 - f. Assessment Appeal Process – Appeals have not been finalized yet. It is not anticipated that they will be completed in 2022.
 - Planned Use of Opioid Settlement Funds – Chair Cedric Schnitzler explained that the opioid settlement amount is yet to be determined. Projected settlements were provided. Finance will need to prioritize the use of the funds. The following departments asked for consideration for the use of the funds: Courts, Human Services, Justice Programs and Sheriff. The committee asked departments to bring forward a brief listing of proposals to use for prioritization. It is anticipated that departments may be able to come forward with proposals in October.

Wallace Habhegger left the meeting briefly at 10:45 a.m.

- Monthly Approvals –
 - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by David Pierce second by James Kuhn to approve notice of donations/user fees received budget adjustment. Carried 3-0.
 - b. Monthly Disbursement Journal – Motion by James Kuhn second by David Pierce to approve disbursement journal. Carried 3-0.
 - c. Monthly Per Diems and Vouchers – Motion by David Pierce second by James Kuhn to approve Monthly County Per Diems and Vouchers. Carried 3-0.

Wallace Habhegger returned to the meeting at 10:47 a.m.

- Work Comp Rates, 2023 Budget – Diane Erickson, Finance Director provided members with a summary of work comp rates. Motion by Wallace Habhegger second by David Pierce to remain at a work comp rate of 30%. Discussion. Carried 4-0.
- Finance
 - a. The Monthly Financial Report was provided in the packet.
 - b. Finance Department Monthly Report.

- c. RFP Cost Allocation Contract – Diane Erickson, Finance Director provided 3 proposals to committee members. Discussion. Motion by Wallace Habegger second by David Pierce to accept the proposal of Network (DSN) in the amount of \$15,300.00 for 2022-2024 and extension 2025 & 2026 at an amount of \$5,330.00 per year. Carried 4-0.
 - d. RFP OPEB Contract – Diane Erickson, Finance Director provided 2 proposals to committee members. Discussion. Motion by Wallace Habegger second by James Kuhn to accept the proposal from Key Benefits for 2022-2025 in the amount of \$9,925.00. Carried 4-0.
- Securitization of Opioid Funds – Tina Osterberg, Monroe County Administrator explained that securitization of opioid funding would have to be determined by the Monroe County Board. Discussion.
 - Self-Insurance Balance Update – The self-insurance balance was provided to members.
 - Budget Summary Overview – No Discussion.
 - Monroe County Cell Phone Policy – No Discussion.
 - Items for next month's agenda – Tax Delinquent Properties, Cell Phone Policy
 - Motion by James Kuhn second by David Pierce to adjourn the meeting at 11:20 a.m. Carried 4-0.

Shelley Bohl, County Clerk
Recorder