



MONROE COUNTY BOARD OF SUPERVISORS

NOTICE OF MEETING

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

COMMITTEE: FINANCE MEETING
TIME: 9:00 a.m.
PLACE: Justice Center
Monroe County Board Assembly Room
South Side/Oak Street Entrance
1st Floor – Room #1200
112 South Court Street
Sparta, WI 54656
DATE: Wednesday, December 18, 2019

SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Next Month's Meeting Date/Time
3. Minutes Approval of November 20, 2019
4. Public Comment
5. Notice of Re-Purpose of Funds – Discussion/Action
 - a. Solid Waste
6. Notice of Budgetary Adjustment(s) – Discussion/Action
 - a. Solid Waste
 - b. Circuit Court
 - c. Highway
 - d. Health Department
 - e. Health – WIC
 - f. Sheriff's Office(2)
 - g. Justice Department(2)
7. Request for Line Item Transfer(s) – Discussion/Action
 - a. Justice Department
 - b. Medical Examiner
 - c. Sanitation
 - d. Dog Control
 - e. EDCT
8. Fiscal Note Approval – Discussion/Action
 - a. Resolution Authorizing Changes to Monroe County Code of Ordinances, Chapter 14, Article III, Division 3: County Personal Property
 - b. Resolution Authorizing Change to School Woods Agreement
9. Highway Road Sign Cost – Discussion/Action
10. Request for Payment of Per Diems for Supervisors for January 27-30, 2020 Trial, Monroe County Case 18 CV 72 – Discussion/Action
11. Revolving Loan Fund Update
12. Treasurer
 - a. Monthly Treasurer's Report
 - b. Treasurer Department Monthly Report Review

**FINANCE MEETING
December 18, 2019 Agenda**

13. Finance
 - a. Monthly Financial Report
 - b. Finance Department Monthly Report Review
14. 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
15. Items for next month's agenda
16. Adjournment

Cedric Schnitzler, Committee Chair

Date notices mailed: December 11, 2019

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
November 20, 2019

Present: Cedric Schnitzler, Douglas Path, Wallace Habegger; Pete Peterson, Mark Halverson
Others: Tina Osterberg, Diane Erickson, Debra Carney, Sharon Nelson, David Ohnstad, Ron Hamilton, Pamela Pipkin, Rob Conroy, Ed Smudde

The meeting was called to order in the Monroe County Board Assembly Room at 9:00 a.m. by Chair Cedric Schnitzler.

- Next meeting date – December 18, 2019 regular Meeting in the Monroe County Assembly Room at 9:00 a.m.
- Minutes Approval – Motion by Mark Halverson second by Wallace Habegger to approve the 10/07, 10/16, 10/21, 10/22, 10/30 and 11/06/19 minutes. Carried 5-0.
- Public Comment – None.
- Human Services Credit Card Approval - Motion by Mark Halverson second by Douglas Path to approve credit cards. Ron Hamilton explained need for two credit cards in the amount of \$1,000.00 each for an RN and APNP staff. Carried 5-0.
- Budget Adjustments -
 - a. Human Services – Motion by Pete Peterson second by Mark Halverson to approve budget adjustment. Ron Hamilton explained the 2019 budget adjustment in the amount of \$400,000.00 for estimated revenue to received from WIMCR, WI Medicaid Cost Reimbursement. Carried 5-0.
 - b. Highway – Motion by Wallace Habegger second by Douglas Path to approve budget adjustment. David Ohnstad explained the 2019 budget adjustment in the amount of \$23,000.00 for temporary rumble strips and Tomah Garage Roof repairs. Carried 5-0.
 - c. Jail – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Rob Conroy explained the 2019 budget adjustment in the amount of \$1,264.56 for SCAAP awards. Carried 5-0.
 - d. Worker's Compensation – Motion by Pete Peterson second by Mark Halverson to approve budget adjustment. Diane Erickson explained the 2019 budget adjustment in the amount of \$65,000.00 for worker's compensation claims. Discussion. Carried 5-0.
 - e. Treasurer – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Debra Carney explained the 2019 budget adjustment in the amount of \$80,000.00 for In Rem Foreclosure Process. Discussion. Carried 5-0.
- Line Item Transfers
 - a. Health Department – Motion by Pete Peterson second by Mark Halverson to approve line item transfer. Sharon Nelson explained the 2019 line item transfer in the amount of \$19,000.00 for vaccines, equipment service contract, medical supplies and cell phones. Carried 5-0.
 - b. Sheriff's Office – Motion by Wallace Habegger second by Douglas Path to approve line item transfer. Rob Conroy explained the 2019 line item transfer in the amount of \$2,022.46 for new camera and microphone in Sheriff conference room and connection to current standalone interview audio/video recording system. Carried 5-0.
 - c. Personnel – Motion by Mark Halverson second by Pete Peterson to approve line item transfer. Ed Smudde explained the 2019 line item transfer in the amount of \$1,500.00 for labor relations and office supplies. Discussion. Carried 4-1.
 - d. Administrator - Motion by Pete Peterson second by Mark Halverson to approve line item transfer. Tina Osterberg explained the 2019 line item transfer in the amount of \$1,200.00 for office chairs and cell phone cover. Carried 5-0.
- Fiscal Note Approvals-
 - a. Resolution to Conduct Countywide Advisory Referendum on Creation of Nonpartisan Procedure for the Preparation of Legislative and Congressional Redistricting Plans and Maps – Motion by

Douglas Path second by Mark Halverson to approve fiscal note. Publication costs are estimated at \$300.00. Discussion. Carried 3-2.

- b. Resolution Codifying Department Name Change from Information Systems to Information Technology and Amending the Monroe County Personnel Policy Manual – Motion by Pete Peterson second by Mark Halverson to approve fiscal note. Ed Smudde explained no direct costs are associated with the department name change. Discussion. Carried 5-0.
 - c. Resolution Authorizing Changes to the Monroe County Personnel Policy Manual – Employee Recognition Program – Motion by Mark Halverson second by Pete Peterson to approve fiscal note. Ed Smudde explained that the program is funded through the Employee Recognition Line that was budgeted in 2020. Discussion. Motion to amend by Wallace Habegger second by Douglas Path: Remove “No additional budgetary costs for 2020 and thereafter”; and add “line item not to exceed \$10,000.00 for the fiscal year 2020; no additional budgetary cost in 2020.” Carried 5-0. The original fiscal note as amended carried 5-0.
- Request for Payment of Per Diems for Supervisors for January 27-30, 2020 Trial, Monroe County Case 18 CV 72 – Chair Pete Peterson explained that he has reached out to the county lawyer following last month’s meeting for an opinion on the payment of per-diems for the upcoming trial, a call has not been returned. Discussion. Motion by Wallace Habegger second by Mark Halverson to table until Chair Pete Peterson is able to speak with our lawyer, Tim Johnson regarding payment of per-diems. Carried 5-0.
- Treasurer
 - a. Debra Carney provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report.
 - c. Treasurer/Local Banks for Investments – Public Depositories and investments are designated by resolution by the board. Debra explained that all banks are contacted on the designated listing and are offered the opportunity to bid on investments. Interest earned, offsets the levy. Discussion. It was a consensus of the committee to not look at changing the investment policy.
 - d. Resolution Regarding Cancellation of Outstanding 2018 Checks – Motion by Mark Halverson second by Wallace Habegger to approve resolution and forward to the full county board for approval. Discussion. Carried 5-0.
- Finance
 - a. Diane Erickson provided the Monthly Financial Report.
 - b. Finance Department Monthly Report.
 - c. OPEB Report - Diane Erickson provided information from OPEB reports as of December 31, 2018.
- Monthly Approvals –
 - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Pete Peterson second by Mark Halverson to approve Monthly Notice of Donations/User Fees Received. Carried 5-0.
 - b. Monthly County Disbursement Journal – Motion by Mark Halverson second by Douglas Path to approve Monthly County Disbursement Journal. Discussion. Carried 5-0.
 - c. Monthly Per Diems and Vouchers - Motion by Wallace Habegger second by Douglas Path to approve Monthly County Per Diems and Vouchers. Carried 5-0.
- Items for next month’s agenda – Highway Road Sign Cost Discussion/Action; Revolving Loan Fund Update.
 - Motion by Pete Peterson second by Mark Halverson to adjourn the meeting at 10:52 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder

Notice of Re-Purpose of Funds

MONROE COUNTY

Unanticipated Change of What Funds Were Budgeted For

Date: 11/22/2019
 Department: Solid Waste
 Amount: \$ 7,000.00
 Budget Year Amended: 2020

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

Projected saving from purchasing of truck in place of current leasing costs.

Original Budgeted Line's Purpose:

Org	Object	Project	Account Name	Original Purpose	New Purpose	Amount to Re-Purpose
63630000	580150		Land Improvements	Ridgeville II Final Cap		\$ (7,000.00)
63630000	581000		Capital Equipment - SW		Vacumn Truck	\$ 7,000.00
Total Adjustment						\$ 7,000.00

Department Head Approval:

Gail Fred

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 W1 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: November 22, 2019
 Department: Solid Waste
 Amount: \$188,000.00
 Budget Year Amended: 2019

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

Excessive rainfall and leachate project delays have caused increased expenses in the Leachate Disposal Expenses line. Recycling costs have increased due to limited markets. While Solid Waste Construction In Progress increase is due to continued design and engineering on Ridgeville III.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
63630000	464300		Solid Waste Fees-District	\$ 1,955,000.00	\$ 188,000.00	\$ 2,143,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 188,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
63630000	521790		Leachate Disposal	\$ 70,000.00	\$ 175,000.00	\$ 245,000.00
63630000	589000		SW Construction in Progress	\$ 130,000.00	\$ 5,000.00	\$ 135,000.00
63650000	521340		Recycling Contracted Serv.	\$ 113,387.00	\$ 8,000.00	\$ 121,387.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 188,000.00	

Department Head Approval: *Gail Lee*

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: November 26, 2019
 Department: Circuit Court
 Amount: \$40,000.00
 Budget Year Amended: 2020

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

Juvenile Justice Reform and State Courts Initiative Technical Assistance Funding. Applied for and approved for monies in amount of \$40,000.00 for technical assistance, including training, regarding youth justice and truancies. The expense account will provide for payment of the costs for the technical assistance, including training, as bills are submitted.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11210000	485010		Other Grants	\$ -	\$ 40,000.00	\$ 40,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 40,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11210000	521000		Professional Services	\$ -	\$ 40,000.00	\$ 40,000.00
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 40,000.00	

Department Head Approval:  11-26-2019

Date Approved by Committee of Jurisdiction:  12/09/19
 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: December 3, 2019
 Department: HIGHWAY
 Amount: \$45,000.00
 Budget Year Amended: 2019

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

An asphalt heater (Hot Box) is used to warm asphalt patch material for placement on distressed pavement. The current unit, purchased used in 2010, requires extensive repair far exceeding its value; the scope of repair only recently became apparent. The department proposes to purchase a new unit utilizing a budget allowance from the 2019 Highway Supplemental Account. The new equipment will have an anticipated effective life of 12 to 15 years, and is rented to state and county highway projects at \$18.80 per hour.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
73330319	534005		County Supplemental-Op Ex	\$ 1,000,000.00	\$ (45,000.00)	\$ 955,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ (45,000.00)	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
73310281	581000		Capital Outlay-Equipment	\$ 725,000.00	\$ 45,000.00	\$ 770,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 45,000.00	

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: December 3, 2019
 Department: Health
 Amount: \$3,500.00
 Budget Year Amended: 2019

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

Received a final grant award from **Remembering Jesse Parker, Inc.** for the Reading Empowers Development (RED) program. Safety for All Kids (SAK) pack program, Cribs for Kids and the car seat program. The ultimate goal is to improve literacy and assure safe environment for income eligible Monroe County infants and children.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	485000	420	SAK Pack	\$ 500.00	\$ 400.00	\$ 900.00
24110000	485000	410	Cribs for Kids	\$ 2,500.00	\$ 700.00	\$ 3,200.00
24110000	485000	423	RED Program	\$ 1,250.00	\$ 1,100.00	\$ 2,350.00
24110000	432205		DOT Health Program	\$ 3,000.00	\$ 1,300.00	\$ 4,300.00
Total Adjustment					\$ 3,500.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	534050		Block Grant Supplies	\$ 29,250.00	\$ 3,500.00	\$ 32,750.00
Total Adjustment					\$ 3,500.00	

Department Head Approval: *Monroe Nelson*

Date Approved by Committee of Jurisdiction: *David A. Quigg*

12-03-2019

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: December 3, 2019
 Department: Health - WIC
 Amount: \$1,600.00
 Budget Year Amended: 2019

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

Infrastructure grant award from the Department of Health Services, Division of Public Health, to purchase Ipad/tablet to improve WIC clinic services providing nutrition education on WICHealth.org

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24120000	485000		WIC Grants	\$ 2,000.00	\$ 1,600.00	\$ 3,600.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 1,600.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24120000	531000		Office Supplies Expense	\$ 3,055.00	\$ 1,600.00	\$ 4,655.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 1,600.00	

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

Maureen L. Nelson
Carol A. [Signature]

12-03-2019

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: December 6, 2019
 Department: Sheriff
 Amount: \$6,500.00
 Budget Year Amended: 2019

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


Increased revenue from monies associated with Traffic Safety Equipment Grant from WI DOT.
Grant to be used for purchase of traffic enforcement related equipment for new Sheriff SUV's.
Two grants were received. One in the amount of \$4,000 and one in the amount of \$2,500.


Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12110000	435210		Public Safety Grant Revenue	\$ -	\$ 4,000.00	\$ 4,000.00
12110000	435210		Public Safety Grant Revenue		\$ 2,500.00	\$ 2,500.00
						\$ -
						\$ -
Total Adjustment					\$ 6,500.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
17100169	581100	SH815	Non-Lapsing Sheriff Vehicle	\$52,902.26	\$6,500.00	\$ 59,402.26
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 6,500.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction:  12/09/19

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: December 6, 2019
 Department: Sheriff
 Amount: \$4,000.00
 Budget Year Amended: 2019

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



Request to transfer excess monies from Jailer Employee Education and Training into Sheriff Administration Education and Training to use for upcoming Zuercher Training.

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
12701000	515700		Jailer Emp Education & Training	\$ 10,474.03	(\$4,000.00)	\$ 6,474.03
12110000	515700		Sheriff Admin Educ & Training	\$ 454.79	\$ 4,000.00	\$ 4,454.79
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ -	

Department Head Approval: 
 Date Approved by Committee of Jurisdiction:  12/09/19
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: December 9, 2019
 Department: Justice Programs
 Amount: \$18,000.00
 Budget Year Amended: 2019

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

On 06/01/19, there was an increase in revenue from \$23 to \$25 per day for any inmate serving their jail sentence at home. Additionally, on average there was a higher number of inmates serving on EMP than was budgeted. A new equipment monitoring (GPS & alcohol bracelet, etc) contract is being awarded to a new vendor due to an RFP. If Monroe owns the equipment, there is a significant savings vs renting eqpt Requesting to adjust budget so additional equipment can be purchased to save money in 2020 budget.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12950000	462115	J1040	OTHER REVENUE OR FEES	\$ 177,500.00	\$ (18,000.00)	\$ 159,500.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ (18,000.00)	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12950000	521230	J5010	ALCOHOL MON BRACELET	\$ 162,995.00	\$ 18,000.00	\$ 180,995.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 18,000.00	

Department Head Approval: *Eric Wether* 12-09-19

Date Approved by Committee of Jurisdiction: *Nathan Polizzi* 12/09/19
 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: December 9, 2019
 Department: Justice Programs
 Amount: \$57,401.00
 Budget Year Amended: 2020

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

WI DOJ awarded our department a total of \$57,401 through 2020 TAD Grant to be used in Drug Court. Specifically \$55,200 was awarded to be used towards a mental health provider. An additional \$2,201 was awarded to fund training and travel expenses for team members on the Drug Court that are not Monroe County employees. Monroe County budget does budget training/travel expenses for non county employees, so this will ensure all team members are able to attend Drug Court trainings.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12951000	435238		JUSICE DEPT. GRANT REV	\$ 139,870.00	\$ 57,401.00	\$ 197,271.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 57,401.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12951000	521340	J7010	REWARDS & SANCTIONS	\$ 4,250.00	\$ 55,200.00	\$ 59,450.00
12951000	533010		CONFERENCE/SEMINARS	\$ 1,824.00	\$ 2,201.00	\$ 4,025.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 57,401.00	

Department Head Approval: *Eric M. Miller 12/09/19*
 Date Approved by Committee of Jurisdiction: *Walter Nabholz 12/09/19*
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 LINE ITEM TRANSFER

Date: 12/9/2019
Department: Justice Programs
Amount: \$ 21,500.00
Budget Year Amended: 2019

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12950000	521210	J8000	LAB	\$ 84,000.00	\$ 19,000.00	\$ 58,017.04	\$ 65,000.00
12950000	533010		CONFERENCE/SEMINARS	\$ 6,379.00	\$ 2,500.00	\$ 2,871.57	\$ 3,879.00
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 21,500.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12950000	521230	J5010	ALCOHOL MON BRACELET	\$ 162,995.00	\$ 21,500.00	\$ 132,958.00	\$ 184,495.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 21,500.00		

Explanation for Transfer: A new equipment monitoring (GPS & alcohol bracelet, etc) contract is being awarded to a new vendor in December 2019 due to an RFP. If Monroe owns the equipment, there is a significant savings in cost of equipment monitoring if you own it vs renting the equipment. Requesting to transfer money so additional equipment can be purchased to save money in 2020 budget.

Department Head Approval

Eric White 12-09-19

Governing Committee Approval

Walter K. Hays 12/09/19

 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: 2-Dec-19
Department: Medical Examiner
Amount: \$5,000.00
Budget Year Amended: 2019

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11270000	521165		Autopsies & Pathology	\$ 64,000.00	\$ 5,000.00	\$ 28,604.56	\$ 59,000.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 5,000.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11270000	521170		Laboratory & Toxicology	\$ 8,000.00	\$ 1,500.00	\$ 7,655.00	\$ 9,500.00
11270000	521175		Transportations	\$ 7,000.00	\$ 3,500.00	\$ 8,145.00	\$ 10,500.00
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 5,000.00		

Explanation for Transfer:

Roll up code for Tx and trans to cover to end of year

Department Head Approval

Robert Smith

Governing Committee Approval

Wallace Nottebohm 12-09-19

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

Office Use Only

Department: Sanitation
 Budget Year Amended: 2019

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
13680000 553050	BUILDING RENT	\$ 3,352.00	\$ 1,600.00	\$ -	\$ 1,752.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 1,600.00		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
13680000 524510	MOTOR VEHICLE - OP	\$ 1,544.00	\$ 1,600.00	\$ 1,558.38	\$ 3,144.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 1,600.00		

Explanation for Transfer:
Under estimated price of gas for 2019, need new tires which was not anticipated.

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

Office Use Only

Department: Dog Control
 Budget Year Amended: 2019

No. _____
Date: _____

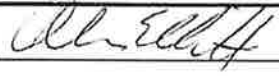
From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
14190000 553050	BUILDING RENT	\$ 3,852.00	\$ 3,000.00	\$ -	\$ 852.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 3,000.00		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
14190000 524505	BLDG REPAIRS & MAI	\$ 2,491.00	\$ 3,000.00	\$ 1,780.38	\$ 5,491.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 3,000.00		

Explanation for Transfer:
Washer and dryer are out of warranty and need to be replaced.

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 : _____

REQUEST FOR LINE ITEM TRANSFER

Date: 12/6/2019
Department: EDCT
Amount: \$ 500.00
Budget Year Amended: 2019

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
16700000	515700		Emp. Education	\$ 500.00	\$ (500.00)	\$ -	\$ 1,000.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ (500.00)		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
16700000	532100		Marketing and Promotion	\$ 1,000.00	\$ 500.00	\$ 1,042.25	\$ 1,500.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 500.00		

Explanation for Transfer:	The funds would be used to fund a new Museum Brochure.

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

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RESOLUTION No. _____

**RESOLUTION AUTHORIZING CHANGES TO MONROE COUNTY CODE OF ORDINANCES,
CHAPTER 14, ARTICLE III, DIVISION 3: COUNTY PERSONAL PROPERTY**

WHEREAS, the Monroe County Sheriff's Office has found that selling used squad cars is financial better than merely trading-in the squad as a credit on the replacement cost; and

WHEREAS, the Monroe County Code currently requires the proceeds from a sale to go back to the general fund; and

WHEREAS, the Property & Maintenance Committee opines that budgeting for the proceeds of a sale to be used for purchase of replacement equipment is fiscally prudent; and

WHEREAS, Monroe County operates three departments as enterprise funds, County Highway, Rolling Hills and Solid Waste, and such funds should be handled similarly; and

WHEREAS, the Section 14-96 (a) and (b) currently read:

(a) This provision applies to all county departments; except the county highway department, with exception of technology materials for the highway department.

(b) Surplus county property is county-owned personal property which has been determined to no longer serve a useful purpose for the county department in which it is used. Personal property that is to be traded in for credit toward replacement property is not surplus property.

NOW, THEREFORE, BE IT RESOLVED by the Monroe County Board of Supervisors that they do ordain that Sec. 14-96 (a) and (b) of the General Code of the County of Monroe, Wisconsin is hereby amended to read:

(a) This provision applies to all county departments; except the departments run as enterprise funds, except for technology materials.

(b) Surplus county property is county-owned personal property which has been determined to no longer serve a useful purpose for the county department in which it is used. Personal property that is to be traded in for credit or sold and the proceeds applied towards similar replacement property is not surplus property.

Dated this 18th day of December, 2019.

Offered by the Property & Maintenance Committee.

Purpose: To treat all enterprise funds equally and to allow sale proceeds of equipment being replaced to go towards the replacement costs.

Fiscal Note: None, other than costs of amending the ordinance

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

<p>Finance Vote (If required): <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent</p> <p>*****</p> <p>Approved as to form: _____ Andrew C. Kaftan, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>12-10-19</u>, 20__</p> <p>VOTE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent</p> <p>Committee Chair: <u>Nazir Van Wyck</u> <u>David Besser</u> <u>James L. Schroeder</u> <u>Walter Habegger</u> <u>Clon & Mc by</u> <u>Ken J. Thorne</u></p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED</p> <p><input type="checkbox"/> OTHER _____</p> <p>County Board Vote on: _____ 20__</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> 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> <p>_____ SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i></p>

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

AMENDED AGREEMENT

Whereas, in 1948, the Monroe County conveyed to School District No. 1 a/k/a Sparta School District, under Agreement, recorded at the Monroe County Register of Deeds in Misc. Book 27 at Page 433, for the purpose of educating and training students in the planting, care, management and harvesting of forest crop the following described lands, known as the School Woods:

Southeast Quarter of Northeast Quarter, and the Northeast Quarter of the Southeast Quarter, of Section 6, township 18, North, Range 4 West, Monroe County, Wisconsin.

Whereas, the practices of forest management have evolved since 1948; and

Where, the School Woods has been utilized for recreational and educational purposes by the Sparta School District and recently a local civic group known as the Friends of the Sparta School Woods has taken on the responsibility of managing the property under the oversight of the Sparta School District; and

Whereas, the goals and objectives of the Friends of the Sparta School Woods is to provide students and the general public with outdoor educational opportunities as well as providing educators with curriculum options through improvement of access, shelters, trail systems and forest management; and

Whereas Monroe County and the Sparta School District agree to amend the original Agreement effective as of January 1, 2020 as follows:

THEREFORE IT IS AGREED, the School District shall, at its expense, have proper forest management in the operation of the School Woods project and shall plant, care for the trees and the forest in accordance with current forest management practices and for the education and recreational benefit of the students and the general public; and

IT IS AGREED that the net proceeds from the harvest of the trees thereon and shall be used by the Sparta School District for the projects conducted at the School Woods; and

IT IS AGREED that the Sparta School District shall, at no time, encumber the School Woods, or convey it, except to the County of Monroe, State of Wisconsin; and

IT IS AGREED under mutual understanding that the School Woods is primarily a school project for the purpose of educating and training students of said High School and School District in the planting, care, management and harvesting of forest crop.

IT IS FURTHER AGREED, that in the event the Sparta School District decides to abandon the project, then, in that event the Sparta School District agrees to re-convey the School Woods to the County of Monroe, State of Wisconsin; the said conveyance shall be on the same terms as the conveyance herein given. Any funds held for the School Woods would be split with Twenty-five (25%) percent going to Monroe County and Seventy-five (75%) percent going to the Sparta School District.