

MONROE COUNTY BOARD OF SUPERVISORS



NOTICE OF MEETING

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: Monday, November 19, 2018

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

SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Minutes approval October 17, 2018, October 22, 2018 and November 7, 2018
3. Public Comment
4. Request for Line Item Transfer(s) – Discussion/Action
 - a. Jail
 - b. Emergency Management
5. Finance Notice of Budgetary Adjustment(s) – Discussion/Action
 - a. Clerk of Court
 - b. Solid Waste
 - c. Treasurer(2)
 - d. Finance
6. Denying Claim of Samuel M. Polhamus – Discussion/Action
7. Denying Claim of RaVaunne S. Kendrick – Discussion/Action
8. Rolling Hills Referendum Question – Discussion/Action
9. Treasurer
 - a. Monthly Treasurer's Report
 - b. Treasurer Department Monthly Report Review
 - c. Resolution Regarding Cancellation of Outstanding 2017 Checks – Discussion/Action
10. Finance
 - a. Monthly Financial Report
 - b. Finance Department Monthly Report Review
 - c. Munis CAFR Training – Discussion/Action
 - d. Revolving Loan Fund (CDBG Close) – Discussion/Action
 - e. Staff Vacancy - Discussion
13. 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

**FINANCE MEETING
November 19, 2018 Agenda**

14. Items for next month's agenda
15. Next Meeting Date/Time – Discussion/Action
16. Adjournment

Cedric Schnitzler, Committee Chair

Date notices mailed: November 14, 2018

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
October 17, 2018

Present: Cedric Schnitzler, Pete Peterson, Wallace Habegger; Douglas Path, Mark Halverson
Others: Jim Bialecki, Tina Osterberg, David Krueger, Scott Perkins, Stan Hendrickson, Ryan Hallman, 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 – November 19, 2018 in the Monroe County Board Assembly Room at 9:00 a.m. December's regular meeting will be held on the 18th.
- Minutes Approval – Motion by Wallace Habegger second by Mark Halverson to approve the 09/19 & 10/08/18 minutes. Carried 5-0.
- Public Comment – None
- Request for credit card approval –
 - a. Solid Waste – Tina Osterberg explained credit card request for the Assistant Solid Waste Director in the amount of \$1,000.00. Motion by Mark Halverson second by Wallace Habegger to approve credit card. Carried 5-0.
 - b. Veteran Services – Tina Osterberg explained credit card request for the Assistant Veterans Service Officer. Motion by Mark Halverson second by Pete Peterson to approve credit card. Carried 5-0.
- Line Item Transfer –
 - a. Parks - Tina Osterberg explained the 2018 line item transfer in the amount of \$2,500.00 for McMullen Park electrical consumption. Motion by Mark Halverson second by Pete Peterson to approve line item transfer. Carried 5-0.
 - b. Emergency Management – Tina Osterberg explained the 2018 line item transfer in the amount of \$504.99 for Emergency Operation Center supplies. Motion by Pete Peterson second by Douglas Path to approve line item transfer. Carried 5-0.
- Repurpose of Funds -
 - a. Sheriff's Department – Tina Osterberg explained the 2018 repurpose of funds in the amount of \$10,000.00 for Patrol & Bailiff overtime. Motion by Pete Peterson second by Wallace Habegger to approve repurpose of funds. Carried 5-0.
 - b. Capital Outlay, Justice Department to Land Conservation – Tina Osterberg explained the 2018 repurpose of funds in the amount of \$10,000.00 to move excess Justice Department vehicle replacement funds to the Land Conservation vehicle placement funds. Motion by Douglas Path second by Wallace Habegger to approve repurpose of funds. Carried 5-0.
- Finance Budget Adjustment – Tina Osterberg explained the 2018 budget adjustment in the amount of \$158,355.00 to move funds remaining from the Human Services MyEvolv project and some Finance ERP Cloud based Munis implementation funds to the Information Systems Budget. Discussion. Motion by Mark Halverson second by Wallace Habegger to approve budget adjustment. Carried 5-0.
- Fiscal note on Resolution Authorizing Contract Settlement for the 2019-2021 Collective Bargaining Agreement between Monroe County and the Monroe County Professional Police Association – Ed Smudde explained contract settlement with Professional Police. Discussion. Motion by Wallace Habegger second by Mark Halverson to approve resolution and forward to the full board for approval. Carried 5-0.
- Excess work Comp Renewal – David Krueger was present to discuss the work comp excess renewal policy. David provided to members the county's loss experience summary and standard premium compared to self-insurance expenses. Discussion. Motion by Mark Halverson second by Wallace

Habegger to accept the excess workers compensation policy from Safety National for two years in the amount of \$187,797.00. Carried 5-0.

- Out of County Prisoner Costs – Stan Hendrickson and Ryan Hallman provided members with the average daily population of the jail. Discussion. Jail Administration suggested that it would be proactive to look into the future for jail overcrowding. The committee discussed the potential of forming an advisory committee.
- Restricted Funds – Tina Osterberg explained that restricted funds are set by the grantor and set for a specific purpose. Committee members discussed funds and whether or not these funds would sunset and could fall into the General Fund.
- 2019 Budget – Budget dates are October 22 and October 23rd. It was a consensus of the committee to invite all departments to attend the meeting. Departments will be slotted into a schedule.
- 2020 Budget – County Administrator, Jim Bialecki explained that the 2020 budget will be tight. A referendum to exceed the levy cap was discussed.
- Treasurer
 - a. The Monthly Treasurers Report was provided in the packet.
 - b. Treasurer Department Monthly Report Review was provided to members on their iPad's.
- Finance
 - a. Tina Osterberg provided the Monthly Financial Report.
 - b. Finance Department Monthly Report.
 - c. Munis CAFR Training – Tina Osterberg explained Munis training for report writing.
 - d. Revolving Loan Fund (CDBG Close) – Tina Osterberg explained that the revolving loan fund is in the process of being closed. A special meeting will be held to determine how the county will move forward.
 - e. Policy/Ordinance Vehicle Sale Proceeds – Tina Osterberg explained the current practice on vehicle sale proceeds. Members agreed that if vehicle sale proceeds are included in the budget for the Sheriff's Department, that they are approved upon adoption of the budget.
 - f. Staff Vacancy – Tina Osterberg explained her staff vacancy in the Human Services Department. She is looking to interview candidates soon.
- Monthly Approvals –
 - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Douglas Path second by Pete Peterson to approve Monthly Notice of Donations/User Fees Received. Carried 5-0.
 - b. Monthly County Disbursement Journal – Motion by Pete Peterson second by Wallace Habegger to approve Monthly County Disbursement Journal. Carried 5-0.
 - c. Monthly Per Diems and Vouchers - Motion by Pete Peterson second by Douglas Path to approve Monthly County Per Diems and Vouchers. Carried 5-0.
 - d. Justice Center Vouchers – Motion by Mark Halverson second by Pete Peterson to approve payment to be made to Communications Engineering Company in the amount of \$16,000.11. Discussion. Carried 5-0.
- Items for next month's agenda –
- Adjournment - Motion by Pete Peterson second by Wallace Habegger to adjourn at 10:35 a.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder

Finance Committee
October 22, 2018

Present: Cedric Schnitzler, Pete Peterson, Wallace Habegger; Douglas Path, Mark Halverson
Others: Jim Bialecki, Tina Osterberg, Mary Von Ruden, Judge Todd Ziegler, Pam Pipkin, Randy Williams, Shirley Chapiewsky, Andrew Kaftan, Ron Radar, Lynn Kloety, Dan Croninger, Sharon Nelson, Jarrod Roll, Ron Hamilton, Diane Erickson, John Mehtala, Penny Brueggen, Bob Smith, Eric Weihe, Ed Smudde, Deb Brandt, Annette Erickson, Charles Weaver, Jeremiah Erickson, Bob Micheel, Chad Ziegler, Alison Elliott, Scott Perkins, Ron Radar, Ryan Hallman, Stan Hendrickson, Mark Jerdee, David Ohnstad, Linda Anderson, Garlynn Brookshaw

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

- 2019 County Budgets – Discussion/Action
All Departments of the county may be discussed and budget changes made

Approximate Department Meeting Time

- 9:00 a.m. Circuit Court – Judge Todd Ziegler was present to explain overall budget and answer questions. The Judge further explained what the bailiff position completes for the court system.
- 9:10 a.m. Clerk of Courts – Shirley Chapiewsky was present to explain overall budget and answer questions. The fine portion for weigh station was explained.
- 9:20 a.m. Corporation Counsel – Andrew Kaftan was present to explain overall budget and answer questions.
- 9:30 a.m. Dispatch - Randy Williams was present to explain overall budget and answer questions. Maintenance agreements and the software system were explained.
- 9:40 a.m. District Attorney – Dan Croninger and Lynn Kloety were present to explain overall budget and answer questions. It was explained that the DA position request was removed from budget and Dan advocates for the position if not in 2019, for future budgets.
- 9:50 a.m. Economic Development – The Economic Development Committee Chair asked for the budget to remain intact. The Economic Development contract position was removed.
- 10:00 a.m. Extension – No Discussion.
- 10:10 a.m. Health – Sharon Nelson was present to explain overall budget and answer questions.
- 10:20 a.m. History Room – Jarrod Roll was present to explain overall budget and answer questions.
- 10:30 a.m. Human Services/ADRC – Ron Hamilton and Diane Erickson were present to explain overall budget and answer questions.
- 10:50 a.m. Information Systems – John Mehtala was present to explain overall budget and answered questions. A new position is included in the budget.
- 11:10 a.m. Justice Programs - Eric Weihe was present to explain overall budget and answered questions. A new position is included.
- 11:20 a.m. Medical Examiner – Penny Brueggen and Bob Smith were present to explain overall budget and answered questions.
- 11:30 a.m. Personnel – Ed Smudde was present to explain overall budget and answered questions.

11:40 a.m. Register of Deeds – Deb Brandt was present to explain overall budget and answered questions.

11:50 a.m. Treasurer – Annette Erickson was present to explain overall budget and answered questions. Annette explained that GCS system fees are not included in her budget. The cost is a \$5,000 purchase price and \$2,500 annual fee. This amount will be included as an addendum to the budget.

12:00 p.m. Veteran's Service – Charles Weaver was present to explain overall budget and answered questions.

Lunch

1:00 p.m. Land Conservation/Forestry & Parks/Sanitation, Zoning & Dogs – Jeremiah Erickson explained budget dollars for GIS fees for move to Fidler system. Bob Micheel was present to explain overall budget and answered questions. Chad Ziegler was present to explain overall budget and answered questions. Alison Elliott was present to explain overall budget and answered questions.

1:20 p.m. Sheriff/Emergency Management – Scott Perkins, Ron Radar, Ryan Hallman, Stan Hendrickson, Mark Jerdee were present and answered questions. One patrolman has been added to the current budget.

1:40 p.m. Solid Waste - None

2:00 p.m. Highway – David Ohnstad was present to explain overall budget and answered questions.

2:20 p.m. Maintenance & Rolling Hills – Linda Anderson and Garlynn Brookshaw were present to explain overall budget and answered questions.

All Other Departments

Child Support – Pamela Pipkin was present to explain overall budget and answered questions.

County Board – Pete Peterson explained the potential of creating an advisory committee for jail strategic planning. Motion by Douglas Path second by Mark Halverson to remove \$900.00 in NACO dues from the budget and place the monies in the County Board Salaries section. Discussion. Carried 5-0.

County Clerk – Shelley Bohl was present to explain overall budget and answered questions.

Finance – Tina Osterberg was present to explain overall budget and answered questions.

Administrator – Jim Bialecki was present to explain overall budget and answered questions.

- Resolution Adopting the 2019 Budget and Authorizing Property Tax Levies – This item will be revisited at the special meeting to be held on November 7th at 5:15 p.m.
- Adjournment – Cedric Schnitzler adjourned the meeting at 2:16 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder

Finance Committee
November 7, 2018

Present: Cedric Schnitzler, Pete Peterson, Douglas Path, Mark Halverson; Wallace Habegger absent
Others: Tina Osterberg, Scott Perkins, Deb Brandt, Pam Pipkin, Ellie Bradford, Jeremiah Erickson

The meeting was called to order in the Monroe County Board Assembly Room at 5:15 p.m. by Chair Cedric Schnitzler

- 2019 County Budgets, Budget Addendum – Tina Osterberg provided the below addendum to the 2019 annual budget. Discussion. Motion by Pete Peterson second by Douglas Path to approve addendums and forward to the full board. Carried 4-0.

Addendum to 2019 Annual Budget

10010000 539200					
Contingency Balance:	\$306,398		Levy:	\$18,615,687	
Sheriff Union Settlement	(\$51,585)				
Jail Transport	(\$8,632)				
	\$246,181				\$18,615,687

Proposed Corrections/Amendments:

ORG	OBJECT	PROJECT	DESCRIPTION	INCREASE/ (DECREASE)	NEW BALANCE
12111000	511000		Salary	24,853	1,026,759
12111000	511200		OT	7,936	238,106
12111000	515005		Retirement	3,515	134,190
12111000	515010		SS	2,033	78,436
12111000	515015		Medicare	476	18,356
12111000	515040		WC	312	12,024
12112000	511000		Salary	4,879	246,499
12112000	511200		OT	455	35,455
12112000	515005		Retirement	571	30,229
12112000	515010		SS	331	17,485
12112000	515015		Medicare	77	4,091
12112000	515040		WC	51	2,684
12113000	511000		Salary	4,648	165,708
12113000	511200		OT	460	15,960
12113000	515005		Retirement	548	7,824
12113000	515010		SS	317	11,266
12113000	515015		Medicare	74	2,636
12113000	515040		WC	49	1,729
10010000	539200		Contingency	(51,585)	254,813
11100000	532500		County Board Dues	(900)	8,712
11100000	511000		County Board - Salaries	835	50,835
11100000	515010		Social Security	52	3,152
11100000	515015		Medicare	12	738
11100000	515040		WC	1	32
11750000	493000		Land Record Fund Balance	8,000	139,224
11750000	521415		Computer Operation	8,000	31,870
11520000	553100		Treasurer Equipment Service Contract	1,140	6,704
71475000	521415	19152	Computer Operations - Treasurer	(1,140)	8,730
12715120	511050		Out of County Transport - Salaries	(8,000)	77,000
12715120	515010		Social Security	(496)	4,775
12715120	515015		Medicare	(116)	1,117
12715120	515040		WC	(76)	732

12715120	521340	Contracted Services	24,000	24,000
12110000	524510	Sheriff Department - Vehicle Operations	(2,130)	111,758
12110000	524510	Sheriff Department - Vehicle Maintenance	(150)	62,850
14702000	579550	Care of Veterans Graves	(2,500)	2,500
71475000	521415	Computer Operations - Treasurer	(1,900)	6,830
10010000	539200	Contingency	(8,632)	246,181

- Resolution Adopting the 2019 Budget and Authorizing Property Tax Levies – Motion by Pete Peterson second by Mark Halverson to approve resolution and forward to the full board for approval. Carried 4-0.
- Adjournment – Motion by Pete Peterson second by Mark Halverson to adjourn the meeting at 5:29 p.m. Carried 4-0.

Shelley Bohl, Monroe County Clerk
Recorder

REQUEST FOR LINE ITEM TRANSFER

Date: 10/29/2018
Department: Jail
Amount: \$ 8,145.00
Budget Year Amended: 2018

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12701100	511000		Sheriff Reserve - Salary	\$ 16,300.00	\$ 2,500.00	\$ 5,385.20	\$ 13,800.00
12701100	515010		Sheriff Reserve - SS	\$ 1,011.00	\$ 155.00	\$ 270.18	\$ 856.00
12701100	515015		Sheriff Reserve - Medicare	\$ 237.00	\$ 37.00	\$ 63.18	\$ 200.00
12701100	515040		Sheriff Reserve - Work Comp	\$ 155.00	\$ 24.00	\$ 37.87	\$ 131.00
12715120	511050		Transport - Salary - On-Call	\$ 90,100.00	\$ 5,000.00	\$ 63,922.76	\$ 85,100.00
12715120	515010		Transport - SS	\$ 5,586.00	\$ 310.00	\$ 3,969.51	\$ 5,276.00
12715120	515015		Transport - Medicare	\$ 1,307.00	\$ 72.00	\$ 928.33	\$ 1,235.00
12715120	515040		Transport - Work Comp	\$ 850.00	\$ 47.00	\$ 628.47	\$ 803.00
Total Transfer					\$ 8,145.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12715120	521340		Contracted Services	\$ 7,500.00	\$ 8,145.00	\$ 7,210.87	\$ 15,645.00
Total Transfer					\$ 8,145.00		

Explanation for Transfer:
 Used higher amount of funds out of contracted services for inmate transports than what was anticipated. Unexpected amount of overnight transports for Chapters and inpatient inmate medical stays where security was necessary for extended periods of time. This line item transfer would be needed to cover the rest of 2018.

Department Head Approval




Governing Committee Approval

11-12-18

 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: 11/12/2018
Department: Emergency Management
Amount: \$ 1,000.00
Budget Year Amended: 2018

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12902000	515700		Education & Training	\$ 1,800.00	\$ 1,000.00	\$ -	\$ 800.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 1,000.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12902000	535200		Equipment & Supplies	\$ 10,105.00	\$ 1,000.00	\$ 285.00	\$ 11,105.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 1,000.00		

Explanation for Transfer:

Requiring new SCBAs for HazMat team. Two (2) sets written into the hazmat grant for a total cost o \$9,784. Grant awarded for \$8,077.05.

Requesting unused monies from hazmat training be transferred for this purchase. Training dollars were budgeted for two (2) hazmat tech certifications. One pregnancy and one military deployment prevented the enrollment of training this year.

Department Head Approval *Scott Parker*
Governing Committee Approval *Wallace Perazzo 11-12-18*

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: November 6, 2018
 Department: Clerk of Court
 Amount: \$10,000.00
 Budget Year Amended: 2018

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

Transfer of \$10,000.00 from Bail Forfeiture account to Postage. We have less than \$100.00 left in our postage account which will not be enough to cover our postage needs for the balance of 2018.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11220000	451000	CC120	Bail Forfeiture	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 10,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11220000	531050		Postage	\$ 13,000.00	\$ 10,000.00	\$ 23,000.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 10,000.00	

Department Head Approval: *Shirley K. Chapman*
 Date Approved by Committee of Jurisdiction: *William [Signature]* 11/12/18
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 8, 2018
 Department: Solid Waste
 Amount: \$220,000.00
 Budget Year Amended: 2018

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

Increased business in 2018 has generated additional fee revenue. Along with the additional fee revenue some expenditures are higher than were anticipated and need adjustments made to allow for payments through year-end.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
63630000	464300		Solid Waste Fees-Distr.	\$ 1,764,000.00	\$ 220,000.00	\$ 1,984,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 220,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
63630000	521760		Environmental Repair Fund	\$ 45,000.00	\$ 170,000.00	\$ 215,000.00
63630000	521840		Recycling Landfill Tax	\$ 257,600.00	\$ 30,000.00	\$ 287,600.00
						\$ -
63650000	521340		Recycling - Contract Serv.	\$ 75,765.00	\$ 20,000.00	\$ 95,765.00
						\$ -
						\$ -
Total Adjustment					\$ 220,000.00	

Department Head Approval: *Gail Frix*

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: October 23, 2018
 Department: Treasurer
 Amount: \$1,898.00
 Budget Year Amended: 2019

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

This budget adjustment is to move 2018 budgeted funds to 2019 for the treasurer's retirement payouts when the treasurer retires. This was planned for the 2018 budget originally. Along with the 2019 budget change, these budgets will be decreased accordingly in the current 2018 budget.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	493000		Fund Balance Applied	\$ -	\$ 1,898.00	\$ 1,898.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 1,898.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11520000	511000		Treasurer - Salary	\$ 178,719.00	\$ 1,660.00	\$ 180,379.00
11520000	515005		Treasurer - Retirement	\$ 11,770.00	\$ 111.00	\$ 11,881.00
11520000	515010		Treasurer - SS	\$ 11,141.00	\$ 102.00	\$ 11,243.00
11520000	515015		Treasurer - Medicare	\$ 2,610.00	\$ 24.00	\$ 2,634.00
11520000	515040		Treasurer - Work Comp	\$ 112.00	\$ 1.00	\$ 113.00
						\$ -
Total Adjustment					\$ 1,898.00	

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: October 23, 2018
 Department: Treasurer
 Amount: \$10,000.00
 Budget Year Amended: 2018

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

The tax deeds account is made up of expenses incurred from the In Rem Foreclosure process and losses on taxes that the county takes when selling foreclosed properties. Through today we have had losses in the amount of \$3,735.17 and In Rem Foreclosure of \$19,512.54. It is anticipated that the additional funds will cover the remaining 2018 expenditures.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	483000		Land Acquisition Sales	\$ -	\$ 10,000.00	\$ 10,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 10,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11521000	539200		Tax Deeds Expense	\$ 20,000.00	\$ 10,000.00	\$ 30,000.00
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 10,000.00	

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: October 23, 2018
 Department: Finance
 Amount: \$1,000.00
 Budget Year Amended: 2019

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

This budget adjustment is to move 2018 budgeted funds to 2019 for the upgrade to the check signatures when the Treasurer retires. This was planned for the 2018 budget originally. Along with the 2019 budget change, these budgets will be decreased in the current 2018 budget.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	493000		Fund Balance Applied	\$ -	\$ 1,000.00	\$ 1,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 1,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11510000	531000		Finance - Office Supplies	\$ 2,100.00	\$ 1,000.00	\$ 3,100.00
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 1,000.00	

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: _____

RESOLUTION NO. _____

RESOLUTION DENYING CLAIMS OF SAMUEL M. POLHAMUS

WHEREAS, two claims were filed against Monroe County dated October 22, 2018, one claiming: Cruel and Unusual Punishment, and the other claiming: False Imprisonment; and

WHEREAS, the Monroe County Finance Committee, along with legal counsel, has reviewed the claims and recommends disallowance of the claims pursuant to §893.80 of the Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Monroe County Board of Supervisors that the two claims of Samuel M. Polhamus, are hereby denied.

FURHTER BE IT RESOLVED that Corporation Counsel is directed to send notice, pursuant to statute, of this disallowance to the claimant.

Dated this 28th day of November, 2018.

Statement of Purpose: This resolution denies the claim of against the county and allows the legal process to unfold.

<p>Finance Vote (If required): _____ Yes _____ No _____ Absent ***** Approved as to form: _____ Andrew C. Kaftan, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: _____, 20____ VOTE: _____ Yes _____ No _____ Absent 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 _____ _____ _____ SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i></p>

RESOLUTION NO. _____

RESOLUTION DENYING CLAIMS OF RA VAUNNE S. KENDRICK

WHEREAS, two claims were filed against Monroe County dated October 30, 2018, one claiming: Violation of Civil Rights, and the other claiming: False Imprisonment; and

WHEREAS, the Monroe County Finance Committee, along with legal counsel, has reviewed the claims and recommends disallowance of the claims pursuant to §893.80 of the Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Monroe County Board of Supervisors that the two claims of Ra Vaunne S. Kendrick, are hereby denied.

FURHTER BE IT RESOLVED that Corporation Counsel is directed to send notice, pursuant to statute, of this disallowance to the claimant.

Dated this 28th day of November, 2018.

Statement of Purpose: This resolution denies the claim of against the county and allows the legal process to unfold.

<p>Finance Vote (If required): ____ Yes ____ No ____ Absent ***** Approved as to form: _____ Andrew C. Kaftan, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: _____, 20__ VOTE: ____ Yes ____ No ____ Absent 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 _____ _____ _____ SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i></p>

RESOLUTION NO. _____

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REGARDING CANCELLATION OF OUTSTANDING 2017 CHECKS

WHEREAS, The checks listed on the attachment, 2017 Outstanding Checks, are outstanding and demand special accounting and extra work listing them as outstanding due to not being timely presented for payment; and

WHEREAS, The checks, previously mailed or delivered to the party, read "Void 90 days after date of issue" and more than 90 days have passed since the checks were issued; and

WHEREAS, The auditors for the county recommend a policy and practice of canceling outstanding checks on a yearly basis.

NOW THEREFORE BE IT RESOLVED that the Monroe County Treasurer, in accordance with §59.64(4)(e) of the Wisconsin Statutes, is instructed to:

1. Cancel the attached list of checks issued in the calendar year of 2017; and
2. Credit the amount of the outstanding checks to the General Fund; and
3. If a listed check or a Request for Replacement Check is presented at a later date and within six years of the date of the check, issue a new check in payment thereof.

Dated this 28th day of November, 2018.

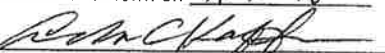
OFFERED BY THE FINANCE COMMITTEE:

Fiscal Note: Passage would increase the General Fund by the amount of \$1,071.59.

Statement of purpose: The purpose of this resolution is to clear Monroe County's books of old outstanding checks.

Finance Vote (If required):
 ____ Yes ____ No ____ Absent

Committee of Jurisdiction Forwarded on: _____, 20__
 ____ Yes ____ No ____ Absent

Approved as to form on 11-12-18

 Andrew C. Kaftan, Corporation Counsel

Committee Chair: _____

ADOPTED FAILED AMENDED
 OTHER _____
 County Board Vote on: _____ 20__
 ____ Yes ____ No ____ Absent

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 _____.

SHELLEY R. BOHL, MONROE COUNTY CLERK
 A raised seal certifies an official document.

OUTSTANDING 2017 CHECKS

CHECK #	AMOUNT	NAME	VENDOR	DEPARTMENT	DATE
1020933	\$ 28.20	ANTHONY JAMES FREY	000002	CLERK CRT - Juror	01/20/2017
1021167	\$ 18.51	BLAIR RENEE MILLER	000002	CLERK CRT - Juror	01/27/2017
1021577	\$ 18.51	ANGELA ROSE STEINHOFF	000002	CLERK CRT - Juror	02/10/2017
1022012	\$ 30.75	ALEX D LEIS	000002	CLERK CRT - Juror	02/24/2017
1022026	\$ 38.40	DAVID A PARLOW	000002	CLERK CRT - Juror	02/24/2017
1022032	\$ 28.20	JESSE J F RAITEN	000002	CLERK CRT - Juror	02/24/2017
1022066	\$ 3.10	ERIKA L ROBINSON	000001	TREASURER - Overpayment 2016 Taxes	02/24/2017
1022778	\$ 118.00	JOSHUAH C HARNAR	000001	JUSTICE - EMP REIMBURSEMENT	03/24/2017
1022935	\$ 35.34	RICKY EDWARD PETERSON	000002	CLERK CRT - Juror	03/31/2017
1023621	\$ 35.85	ALLAN EDWARD THOMPSON	000002	CLERK CRT - Juror	04/28/2017
1024169	\$ 100.00	ANTHONY COX	016091	HUMAN SERVICES - REFUND	05/19/2017
1025851	\$ 38.40	CAROLYN RAE BLACKDEER	000002	CLERK CRT - Juror	08/04/2017
1025920	\$ 5.74	DANIEL DUERKOP	000005	TREASURER - Overpayment 2016 Taxes	08/04/2017
1026530	\$ 36.36	AMANDA MAE WOODWORTH	000002	CIRCUIT CRT - Juror	08/25/2017
1026567	\$ 19.02	NATHAN J PRAIRIE	000002	CIRCUIT CRT - Juror	08/25/2017
1027723	\$ 40.30	ASHLEY ELIZABETH HEMMERSBACH	000002	CIRCUIT CRT - Juror	10/13/2017
1027737	\$ 29.08	JENNIFER J BENDER	000002	CLERK CRT - Juror	10/13/2017
1027765	\$ 18.51	THOMAS RAY YAHNKE	000002	CLERK CRT - Juror	10/13/2017
1027934	\$ 19.02	MARSHA B LUKASEK	000002	CIRCUIT CRT - Juror	10/20/2017
1027935	\$ 35.85	MARY LOU MAUCH	000002	CIRCUIT CRT - Juror	10/20/2017
1028181	\$ 30.10	TYLER JAMES ARENDT	000002	CLERK CRT - Juror	10/27/2017
1028886	\$ 141.25	REBECCA GREENDEER	000003	ROLLING HILLS - Overpayment	11/22/2017
1028990	\$ 18.51	JUDITH M JACKSON	000002	CLERK CRT - Juror	12/01/2017
1029174	\$ 48.60	KEVIN SPENCER MILLARD	000002	CLERK CRT - Juror	12/08/2017
1029355	\$ 34.69	ADAM R MANSKE	000002	CLERK CRT - Juror	12/15/2017
1029374	\$ 22.08	GARY P GAWRYSIK	000002	CLERK CRT - Juror	12/15/2017
1029672	\$ 28.20	HENRY R VESS	000002	CIRCUIT CRT - Juror	12/22/2017
1029677	\$ 51.02	KAREN LEE MC CLAIN	000002	CIRCUIT CRT - Juror	12/22/2017
Total	\$ 1,071.59				