

# MONROE COUNTY BOARD OF SUPERVISORS



## AMENDED NOTICE OF MEETING

**COMMITTEE:** FINANCE MEETING  
**TIME:** 9:00 a.m.  
**PLACE:** Justice Center  
Monroe County Board Assembly Room  
(South Side/Oak Street Entrance)  
1<sup>st</sup> Floor – Room #1200  
112 South Court Street  
Sparta, WI 54656  
**DATE:** Tuesday, December 18, 2018

202 SOUTH K STREET, RM 1  
SPARTA, WISCONSIN 54656  
PHONE 608-269-8705  
FAX 608-269-8747  
[www.co.monroe.wi.us](http://www.co.monroe.wi.us)

### SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Minutes approval November 19, 2018
3. Public Comment
4. Request for Credit Card Approval – Discussion/Action
  - a. Sheriff's Office
5. Notice of Re-Purpose of Funds – Discussion/Action
  - a. Sheriff's Office
6. Request for Line Item Transfer(s) – Discussion/Action
  - a. Parks
  - b. Personnel
  - c. Jail
  - d. Highway
7. Notice of Budgetary Adjustment(s) – Discussion/Action
  - a. Jail
  - b. Economic Development
  - c. Human Services - ADRC
  - d. Finance/Register of Deeds
  - e. Worker's Compensation
  - f. Personnel/Retirement Fringe Pool
8. Rolling Hills – Discussion/Action
  - a. Resolution for Referendum
  - b. Notice of Budgetary Adjustment
9. Treasurer
  - a. Monthly Treasurer's Report
  - b. Treasurer Department Monthly Report Review
10. Finance
  - a. Monthly Financial Report
  - b. Finance Department Monthly Report Review
  - c. Munis CAFR Training – Discussion/Action
11. 11:00 a.m. - Revolving Loan Fund (CDBG Close) Webinar Video
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

**FINANCE MEETING  
December 18, 2018 Agenda**

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

Cedric Schnitzler, Committee Chair

Date notices mailed: December 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.

# MONROE COUNTY BOARD OF SUPERVISORS



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**FINANCE MEETING  
December 18, 2018 Agenda**

12. Items for next month's agenda
13. Next Meeting Date/Time – Discussion
14. Adjournment

Cedric Schnitzler, Committee Chair  
Date notices mailed: December 12, 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  
November 19, 2018

Present: Cedric Schnitzler, Pete Peterson, Wallace Habegger, Douglas Path, Mark Halverson  
Others: Jim Bialecki, Tina Osterberg, Annette Erickson, Scott Perkins, Darlene Pintarro, Ron Radar, Gail Frie, Mark Jerdee, Shirley Chapiewsky, Mary Von Ruden, Garlynn Brookshaw, Linda Anderson, Members of the public, Pat Mulvaney

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, 2018 in the Monroe County Board Assembly Room at 9:00 a.m.
- Minutes Approval – Motion by Pete Peterson second by Mark Halverson to approve the 10/17, 10/22 and 11/07/18 minutes. Carried 5-0.
- Public Comment – None.
- Line Item Transfer –
  - a. Jail – Motion by Wallace Habegger second by Douglas Path to approve line item transfer. Scott Perkins explained the 2018 line item transfer in the amount of \$8,145.00 for inmate transports. Discussion. Carried 5-0.
  - b. Emergency Management – Motion by Wallace Habegger second by Mark Halverson to approve line item transfer. Darlene Pintarro explained the 2018 line item transfer in the amount of \$1,000.00 for new SCBAs for Hazmat team. Carried 5-0.
- Finance Notice of Budgetary Adjustment
  - a. Clerk of Court – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Shirley Chapiewsky explained the 2018 budgetary adjustment in the amount of \$10,000.00 for postage. Discussion. Carried 5-0.
  - b. Solid Waste - Motion by Pete Peterson second by Mark Halverson to approve budget adjustment contingent upon committee approval. Gail Frie explained the 2018 budgetary adjustment in the amount of \$220,000.00 for additional fee revenue which generated additional expenditures. Carried 5-0.
  - c. Treasurer - Motion by Mark Halverson second by Douglas Path to approve budget adjustment. Tina Osterberg explained the 2019 budgetary adjustment in the amount of \$1,898.00 for treasurer's retirement payouts. Discussion. Carried 5-0. Motion by Douglas Path second by Wallace Habegger to approve budget adjustment. Tina Osterberg explained the 2018 budgetary adjustment in the amount of \$10,000.00 for the tax deed account for expenses incurred from the In Rem Foreclosure Process. Carried 5-0.
  - d. Finance - Motion by Pete Peterson second by Mark Halverson to approve budget adjustment. Tina Osterberg explained the 2019 budgetary adjustment in the amount of \$1,000.00 for upgrade to check signatures. Carried 5-0.
- Resolution denying claim of Samuel M. Polhamus - Chair Schnitzler explained the resolution would be the standard process to deny the claim of Samuel M. Polhamus. Motion by Pete Peterson second by Mark Halverson to approve resolution and forward to the full board for approval. Discussion. Carried 5-0.
- Resolution denying claim of RaVaunne S. Kendrick – Chair Schnitzler explained the resolution would be the standard process to deny the claim of RaVaunne S. Kendrick. Motion by Wallace Habegger second by Mark Halverson to approve resolution and forward to the full board for approval. Discussion. Carried 5-0.
- Rolling Hills Referendum Question – County Administrator, Jim Bialecki explained increase in the project budget. Budget projections were provided to members. Jim explained that it would be appropriate to ask voters to exceed levy limits. Discussion. It was explained that the Rolling Hills Committee would be looking at the possibility of a referenda at tonight's Rolling Hills meeting. It was also noted that the Finance

Committee would have a part as it would have to look at fiscal responsibilities. Linda Anderson explained the estimated project budgets. Discussion. Jim explained that the facility continues to age. Members need to look at the 2020 budget and forward for the new project.

- Treasurer
  - a. Annette Erickson provided the monthly Treasurer's Report.
  - b. Treasurer Department Monthly Report review.
  - c. Resolution Regarding Cancellation of Outstanding 2017 Checks – Motion by Wallace Habhegger second by Douglas Path to approve resolution and forward to the full board for approval. Chair Schnitzler explained that the resolution is the standard process to cancel outstanding checks. Carried 5-0.
  
- Finance
  - a. Tina Osterberg provided the Monthly Financial Report.
  - b. Finance Department Monthly Report review.
  - c. Munis CAFR Training – Tina explained that the first implementation has occurred.
  - d. Revolving Loan Fund (CDBG Close) – Tina explained that a short video will be showed at the end of next month's meeting to brief members on the closing of the fund. A special meeting will be held on January 9, 2019.
  - e. Staff Vacancy – Tina explained that a new staff member has been hired. Beth Ford is the current Register of Deeds Deputy and will take over the Finance Position in the Human Services Department.
  
- Monthly Approvals –
  - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Mark Halverson second by Douglas Path to approve Monthly Notice of Donations/User Fees Received. Carried 5-0.
  
  - b. Monthly County Disbursement Journal – Motion by Pete Peterson second by Wallace Habhegger to approve Monthly County Disbursement Journal. Carried 5-0.
  
  - c. Monthly Per Diems and Vouchers - Motion by Mark Halverson second by Wallace Habhegger to approve Monthly County Per Diems and Vouchers. Carried 5-0.
  
- Items for next month's agenda – Revolving Loan Fund (CDBG Close) video
  
- Adjournment - Motion by Wallace Habhegger second by Mark Halverson to adjourn at 10:28 a.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk  
Recorder

## Request for Credit Card Approval

**Department:** Sheriff's Office


**Committee:** Public Safety

<u>Name of Card Holder</u>	<u>Title of Postion</u>	<u>Credit Card Limit</u>
Jason Rice	Deputy	\$ 1,000.00
Peter Schneider	Deputy	\$ 1,000.00

**Justification for Credit Card(s):**

Training Functions/Supplies/Fuel While Training

**Department Head Approval:** 

**Date Approved by Committee of Jurisdiction:** 

12-10-18

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

**Date Approved By Finance Committee:** \_\_\_\_\_

# Notice of Re-Purpose of Funds

MONROE COUNTY

## Unanticipated Change of What Funds Were Budgeted For

Date: 12/4/2018  
 Department: Sheriff's Office  
 Amount: No Change  
 Budget Year Amended: 2019

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

Short on amount of guns we have vs need to trade in. 2019 budegat approved for 32, want 33. Were not asking for more money just an allowance to purchase an additional gun.

### Original Budgeted Line's Purpose: 9MM Duty Weapons

Org	Object	Project	Account Name	Original Purpose	New Purpose	Amount to Re-Purpose
17210210	581000	SH815	Capital Outlay	9MM Duty Weapons	Same, but add 1 more gun	\$ -
Total Adjustment						\$ -

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 12-10-18

*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: \_\_\_\_\_



# REQUEST FOR LINE ITEM TRANSFER

**Date:** 12/6/2018  
**Department:** Parks  
**Amount:** \$ 2,500.00  
**Budget Year Amended:** 2018

**From Account**

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
15200000	521340		Contracted Services	\$ 10,910.00	\$ 2,500.00	\$ 2,891.72	\$ 8,410.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
<b>Total Transfer</b>					\$ 2,500.00		

**To Account**

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
15200000	522010		Electricity	\$ 20,500.00	\$ 2,500.00		\$ 23,000.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
<b>Total Transfer</b>					\$ 2,500.00		

**Explanation for Transfer:**  
 Attendance at McMullen Park increases annually as does the electrical consumption. The line item transfer will not significantly impact the budget.

Department Head Approval

*Charles M...* 12/6/18

Governing Committee Approval

*Nodji Vandelycken* 12/11/18

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 If <= \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval:

\_\_\_\_\_ Date

0:  
 Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

\_\_\_\_\_ Date

# REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: \_\_\_\_\_ Personnel  
 Budget Year Amended: \_\_\_\_\_ 2018

No. _____
Date: _____

**From Account**

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11431000-515700	Education & Training	\$ 10,000.00	\$ 2,504.00	\$ 5,355.00	\$ 7,496.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
<b>Total Transfer</b>			\$ 2,504.00		

**To Account**

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11430000-519000	Labor Relations	\$ 9,146.98	\$ 2,504.00	\$ 9,146.98	\$ 11,650.98
					\$ -
					\$ -
					\$ -
<b>Total Transfer</b>			\$ 2,504.00		

**Explanation for Transfer:**  
 Labor Relations has exceeded its budget line due to two separate greivance hearings and due to upcoming court case and the associated attorney costs. We have broken up our scheduled training sessions into 2019 to offset the expected costs for 2018.

Department Head Approval \_\_\_\_\_ *Ed Smudd*  
 Governing Committee Approval \_\_\_\_\_ *Dele Peterson*

**If < \$500:**  
 Send to County Administrator's Office

**COUNTY ADMINISTRATOR Approval:** \_\_\_\_\_

**If > \$500:**  
 Send to County Clerk's Office

**FINANCE COMMITTEE Approval given on :** \_\_\_\_\_ *12/11/2018* \_\_\_\_\_  
Date

# REQUEST FOR LINE ITEM TRANSFER

**Date:** 12/10/2018  
**Department:** Jail  
**Amount:** \$ 10,000.00  
**Budget Year Amended:** 2018

**From Account**

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12700000	521340		Contracted Services	\$ 311,454.00	\$ 3,361.00	\$ 305,104.42	\$ 308,093.00
12701100	511000		Sheriff Reserve - Salary	\$ 13,800.00	\$ 1,500.00	\$ 5,633.04	\$ 12,300.00
12701100	515010		Sheriff Reserve - SS	\$ 856.00	\$ 93.00	\$ 284.57	\$ 763.00
12701100	515015		Sheriff Reserve - Medicare	\$ 200.00	\$ 21.00	\$ 66.55	\$ 179.00
12701100	515040		Sheriff Reserve - Work Comp	\$ 131.00	\$ 25.00	\$ 40.08	\$ 106.00
12700000	521190		Laundry Expense	\$ 6,087.88	\$ 5,000.00		\$ 1,087.88
<b>Total Transfer</b>					<b>\$ 10,000.00</b>		

**To Account**

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
12715120	511050		Transport - Salary - On-Call	\$ 85,100.00	\$ 1,500.00	\$ 75,448.26	\$ 86,600.00
12715120	515005		Transport - Retirement	\$ -	\$ 3,500.00	\$ 3,229.81	\$ 3,500.00
12701000	515750		Jailers - Recruitment Expense	\$ 3,285.00	\$ 5,000.00	\$ 8,950.95	\$ 8,285.00
<b>Total Transfer</b>					<b>\$ 10,000.00</b>		

**Explanation for Transfer:** Funds transferred from medical contracted services and sheriff reserve to cover increased transport costs in November and December. Due to staff turnover during 2018 the jailer recruitment expenses exceed budget. The Laundry expense account has remaining funds to cover this overage due to less laundry needing to be shipped out for cleaning than expected at budget time.

Department Head Approval

*Scott Parker*  
\_\_\_\_\_

Governing Committee Approval

*Delores [Signature]* 12-10-18  
\_\_\_\_\_

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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:** 12/21/2018  
**Department:** Highway  
**Amount:** \$ 27,000.00  
**Budget Year Amended:** 2018

**From Account**

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
73310230	534005		SHOP OPERATIONS	\$ 90,000.00	\$ 27,000.00	\$ 18,286.97	\$ 63,000.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
<b>Total Transfer</b>					<b>\$ 27,000.00</b>		

**To Account**

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
73310220	598920		FIELD SMALL TOOLS	\$ 50,000.00	\$ 27,000.00	\$ 74,424.11	\$ 77,000.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
<b>Total Transfer</b>					<b>\$ 27,000.00</b>		

**Explanation for Transfer:**

Overage costs due to unexpected tool usage and additional roll up signs purchased for safety.

**Department Head Approval** \_\_\_\_\_

**Governing Committee Approval** \_\_\_\_\_

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**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: December 10, 2018  
 Department: Jail  
 Amount: \$28,612.89  
 Budget Year Amended: 2018

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

This budget adjustment is using \$6,600 in additional medical expense reimbursement and \$12,000 of the jail's ES Sanction money to cover increased prisoner meal expense over the course of the year. We are using an additional \$10,000 of the jail's ES Sanction money for the purchase of 7 24 hour work chairs (\$5,000), a meal tray drying rack (\$3,600) and 1/2 of the inventory of blankets and sheets (\$1,400). The remaining adjustment is for \$12.89 from the Jail Inmate revenue account to cover increased cable costs.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12710110	472120		Medical Expense Reimb.	\$ 10,000.00	\$ 6,600.00	\$ 16,600.00
12710110	462400		Board of Prisoners Revenue	\$ -	\$ 22,000.00	\$ 22,000.00
12710110	462900		Other Jail Revenue	\$ 7,980.00	\$ 12.89	\$ 7,992.89
						\$ -
Total Adjustment					\$ 28,612.89	

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12710110	521150	SH650	Jail Prisoners Board Housing	\$ 318,440.00	\$ 18,600.00	\$ 337,040.00
17270270	539200		Capital Outlay - < \$5,000	\$ 6,260.00	\$ 10,000.00	\$ 16,260.00
12710110	522030		Cable Television	\$ 2,580.00	\$ 12.89	\$ 2,592.89
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 28,612.89	

Department Head Approval: Scott Puker

Date Approved by Committee of Jurisdiction: 12-10-18

*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 7, 2018  
 Department: Economic Development  
 Amount: \$2,000.00  
 Budget Year Amended: 2018

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

Grant Awarded to Monroe County (Map N Tour Virtual Mapping System)

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**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
16702000	485100		CONTRIBUTION REVENUE	\$ -	\$ 2,000.00	\$ 2,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 2,000.00	

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
16702000	532100		MARKETING & PROMOTIONS	\$ 7,000.00	\$ 2,000.00	\$ 9,000.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 2,000.00	

Department Head Approval: \_\_\_\_\_

*John Beuleck*

Date Approved by Committee of Jurisdiction: 11/15/2018

*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 19, 2018  
 Department: Human Services - ADRC  
 Amount: \$7,326.02  
 Budget Year Amended: 2018

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

The amount of \$7,326.02 was approved by the Wisconsin DOT to be paid from our trust fund account using DOT funds. The funds are held in a bank account locally. The funds were transferred from the bank account to the general checking to cover the payment to repair an ADRC bus out of the Motor Vehicle Oper & Maint account. This adjustment will increase the Motor Vehicle-Op & Maint. budget to cover the needed repairs.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24966100	493000		Fund Balance Applied	\$ -	\$ 7,326.02	\$ 7,326.02
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 7,326.02	

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24966100	524510		Motor Vehicle-Op & Maint.	\$ 15,000.00	\$ 7,326.02	\$ 22,326.02
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 7,326.02	

Department Head Approval: Ronald H. H. 12/4/18  
 Date Approved by Committee of Jurisdiction: David A. Pierce 12/4/2018  
 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: Finance/Register of Deeds  
 Amount: \$1,719.00  
 Budget Year Amended: 2019

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

Employee budgeted with Register of Deeds department for 2019 has accepted a position in the Human Services area of the Finance Department. This employee was slated to receive the 98% increase in 2019. This budget adjustment is to move only the 98% increase portion of the staff members wages from the Register of Deeds Department to the Human Services Finance budget to cover the increase.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	4111000		General Fund Property Tax	\$ 6,965,452.00	\$ (1,719.00)	\$ 6,963,733.00
24900001	4111000		Human Services Property Tax	\$ 3,335,246.00	\$ 1,719.00	\$ 3,336,965.00
11510000	474600		Finance - Human Serv. Fees	\$ 389,188.00	\$ 1,719.00	\$ 390,907.00
Total Adjustment					\$ 1,719.00	

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11710000	511000		Reg of Deeds - Salaries	\$ 150,193.00	\$ (1,504.00)	\$ 148,689.00
11710000	515005		Reg of Deeds - Retirement	\$ 8,789.00	\$ (99.00)	\$ 8,690.00
11710000	515010		Reg of Deeds - Social Sec.	\$ 9,314.00	\$ (93.00)	\$ 9,221.00
11710000	515015		Reg of Deeds - Medicare	\$ 2,180.00	\$ (22.00)	\$ 2,158.00
11710000	515040		Reg of Deeds - Work Comp	\$ 92.00	\$ (1.00)	\$ 91.00
24900500	511000		HS AMSO - Salaries	\$ 509,796.00	\$ 1,504.00	\$ 511,300.00
24900500	515005		HS AMSO - Retirement	\$ 31,416.00	\$ 99.00	\$ 31,515.00
24900500	515010		HS AMSO - Social Security	\$ 31,615.00	\$ 93.00	\$ 31,708.00
24900500	515015		HS AMSO - Medicare	\$ 7,399.00	\$ 22.00	\$ 7,421.00
24900500	515040		HS AMSO - Work Comp	\$ 312.00	\$ 1.00	\$ 313.00
11510000	511000		Finance - Salaries	\$ 664,917.00	\$ 1,504.00	\$ 666,421.00
11510000	515005		Finance - Retirement	\$ 43,644.00	\$ 99.00	\$ 43,743.00
11510000	515010		Finance - Social Security	\$ 41,310.00	\$ 93.00	\$ 41,403.00
11510000	515015		Finance - Medicare	\$ 9,668.00	\$ 22.00	\$ 9,690.00
11510000	515040		Finance - Work Comp	\$ 410.00	\$ 1.00	\$ 411.00
Total Adjustment					\$ 1,719.00	

Department Head Approval: *Rob Brunet*  
 Date Approved by Committee of Jurisdiction: 12/11/18

*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: December 3, 2018  
 Department: Worker's Compensation  
 Amount: \$49.00  
 Budget Year Amended: 2018

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

Work Comp CMS Claim Reporting Difference

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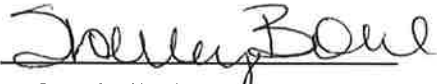
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**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
71930000 474000	Work Comp Payroll Fees	\$ 189,694.00	\$ 49.00	\$ 189,743.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 49.00	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
71930000 521000	Professional Services	\$ 142,100.00	\$ 49.00	\$ 142,149.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 49.00	

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 11, 2018  
 Department: Personnel/Retirement Fringe Pool  
 Amount: \$8,598.00  
 Budget Year Amended: 2018

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

This budget adjustment is to cover a health insurance cost overage in the Personnel Department. The employee that retired during 2018 did not elect health insurance as part of the Personnel Department. The new employee hired has elected to take family insurance. The remaining \$6,939.39 of the retirement pool and \$1,658.61 of the contingency fund are being requested to cover this overage.

**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
11430000	515020		Personnel-Health Insurance	\$ 14,535.00	\$ 8,598.00	\$ 23,133.00
11435000	515200		Retirement/Fringe Pool	\$ 20,211.00	\$ (6,939.39)	\$ 13,271.61
10010000	539200		Contingency Fund	\$ 141,145.59	\$ (1,658.61)	\$ 139,486.98
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ -	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 12/11/18

*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: December 12, 2018  
 Department: Rolling Hills  
 Amount: \$3,750.00  
 Budget Year Amended: 2018

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

This budget adjustment would transfer \$3,750 from the Contingency Fund account to Rolling Hills Auditing & Contract Services account to pay for Quarles & Brady to write an official 20 million dollar bonding referendum question that would authorize the issuance of bonds for the nursing home project.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000000	411100		General Fund - Appropriation	\$ 7,190,576.66	\$ (3,750.00)	\$ 7,186,826.66
64210560	411100		Rolling Hills - Appropriation	\$ 990,246.00	\$ 3,750.00	\$ 993,996.00
						\$ -
						\$ -
Total Adjustment					\$ -	

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10010000	539200		Contingency	\$ 141,145.59	\$ (3,750.00)	\$ 137,395.59
64210810	521410		Auditing & Contract Services	\$ 15,000.00	\$ 3,750.00	\$ 18,750.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ -	

Department Head Approval: *Ronda Smith NHA*

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: \_\_\_\_\_