

Finance Committee  
December 21, 2022

Present: Cedric Schnitzler, Wallace Habegger, James Kuhn, David Pierce, Toni Wissestad  
Others: Tina Osterberg, Diane Erickson, Debbie Carney, Eric Weihe, Lisa Aldinger Hamblin, Chris Weaver, Wes Revels, Derek Pierce, Alison Elliott, Tracy Thorsen

Virtual: Brad Viegut

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

- Next Meeting Date – Wednesday, January 18, 2023 in the Monroe County Assembly Room at 9:00 a.m.
- Minutes Approval - Motion by James Kuhn second by Wallace Habegger to approve the 11/16/22 minutes. Carried 5-0.
- Public Comment – None.
- Sanitation & Zoning/Dog Control, Notice of Re-Purpose of Funds – Motion by David Pierce second by Toni Wissestad to adopt re-purpose of funds. Alison Elliott, Sanitation, Planning & Zoning and Dog Control Administrator explained 2023 re-purpose of funds in the amount of \$16,077.00 for truck. Discussion. Carried 5-0.
- Credit Card Approval (s) –
  - a. Human Services – Motion by David Pierce second by Wallace Habegger to approve credit cards. Tracy Thorsen, Human Services Director explained credit cards in the amount of \$1,000.00 each for both the ADRC Social Worker I and Mental Health Professional positions. Carried 5-0.
  - b. Dispatch – Motion by James Kuhn second by Toni Wissestad to approve credit card. Chris Weaver, Chief Deputy explained credit card in the amount of \$1,000.00 for the Telecommunicator Supervisor. Discussion. Carried 5-0.
- Line Item Transfer (s) –
  - a. Sheriff/Jail – Motion by David Pierce second by Wallace Habegger to approve line item transfer. Chris Weaver, Chief Deputy explained the 2022 line item transfer in the amount of \$20,000.00 for extraditions. Carried 5-0.
  - b. Economic Development and Tourism – Motion by Wallace Habegger second by David Pierce to approve line item transfer. Tina Osterberg, County Administrator explained the 2022 line item transfer in the amount of \$2,993.00 for projects. Carried 5-0.
  - c. Human Services – Motion by David Pierce second by Toni Wissestad to approve line item transfer. Tracy Thorsen, Human Services Director explained the 2022 line item transfer in the amount of \$10,000.00 for meal site supplies. Discussion. Carried 5-0.
- Budgetary Adjustment(s) –
  - a. Human Services - Motion by David Pierce second by James Kuhn to approve budget adjustment. Tracy Thorsen, Human Services Director explained the 2022 budget adjustment in the amount of \$512,400.00 for Children's Long Term Support Wavier funds. Discussion. Carried 5-0.
  - b. Maintenance - Motion by Toni Wissestad second by David Pierce to approve budget adjustment. Tina Osterberg, County Administrator explained the 2022 budget adjustment in the amount of \$10,000.00 for electric, fuel and gas expenses. Discussion. Carried 5-0. Motion by David Pierce second by James Kuhn to approve budget adjustment. Tina Osterberg, County Administrator explained the 2022 budget adjustment in the amount of \$49,216.00 for four new water heaters. Discussion. Carried 5-0. Motion by David Pierce second by Cedric Schnitzler to approve budget adjustment. Tina Osterberg, County Administrator explained the 2023 budget adjustment in the amount of \$423,550.00 for building A demolition at 14301 County Highway B, Sparta. Discussion. Carried 5-0.

- c. Treasurer - Motion by James Kuhn second by David Pierce to approve budget adjustment. Debbie Carney, Treasurer explained the 2023 budget adjustment in the amount of \$1,714.00 for salaries. Discussion. Carried 5-0.
- Fiscal Note on Resolution(s) –
  - a. Resolution Transferring Non-Lapsing Agriculture Agent Account Balance to Youth Development and Health & Well Being Non-Lapsing Accounts – Motion by David Pierce second by James Kuhn to approve fiscal note on resolution. Chair Schnitzler briefly left the meeting at 9:32 a.m. Vice-Chair Wallace Habhegger took over the meeting. Tina Osterberg, County Administrator explained transfer of existing non-lapsing Agriculture Agent funds to be split evenly to the Youth Development non-lapsing account and Health & Well Being non-lapsing account. Discussion. 4-0.

Chair Schnitzler returned to the meeting at 9:33 a.m.

- Treasurer –
  - a. Debbie Carney provided the Monthly Treasurers Report.
  - b. Treasurer Department Monthly Report Review
  - c. Tax Delinquent Parcels/Timeline – Annette Erickson, former Treasurer will be coming in to complete the In Rem process in January.
  - d. Cancelled Checks – Debbie explained that she will be seeking legal advice from our Corporation Counsel regarding statutes surrounding cancelled checks dates.
- Securitization/Bonding of Opioid Funds – Brad Viegut, Baird provided a summary of opioid settlement funding through bonding. A comparison was provided for scheduled payments versus debt issuance. The difference between the debt proceeds received and the scheduled payments is effectively the cost of receiving the funds up front. Discussion. This option is one method in which we can use for opioid funding. The committee will continue to discuss options regarding the securitization of funds.
- Finance
  - a. Diane Erickson provided the monthly Financial Report.
  - b. Finance Department Monthly Report.
- TIF Districts - Chair Schnitzler recommended to have a listing of all districts and the consideration of developing a policy for recommendation on where to place TIF payout funds when these districts are placed into retirement.
- Local Assistance and Tribal Consistency Fund (LATCF) – Tina Osterberg, County Administrator explained funding is currently recommended for Demolition of Building A.
- Self-Insurance Overview – No Discussion.
- Monthly Approvals –
  - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Wallace Habhegger second by Toni Wissestad to approve notice of donations/user fees received budget adjustment. Carried 5-0.
  - b. Monthly Disbursement Journal – Motion by James Kuhn second by David Pierce to approve disbursement journal. Carried 5-0.
  - c. Monthly Per Diems and Vouchers – Motion by Wallace Habhegger second by James Kuhn to approve Monthly County Per Diems and Vouchers. Carried 5-0.
- Items for next month's agenda – Bank Account Establishment for Opioid Funding-Discussion/Action; Securitization of Opioid Funds-Discussion/Action; TIF Districts.
- Motion by Toni Wissestad second by James Kuhn to adjourn at 10:40 a.m. Carried 5-0.

Shelley Bohl, County Clerk  
Recorder