



MONROE COUNTY BOARD OF SUPERVISORS

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

NOTICE OF MEETING

COMMITTEE: FINANCE MEETING
TIME: 9:00 a.m.
PLACE: Monroe County Highway Department
Conference Room
803 Washington Street
Sparta, WI 54656
DATE: Wednesday, February 17, 2016

SUBJECT MATTER TO BE CONSIDERED

1. Call to order/roll call
2. Next Meeting date & time
3. Minutes approval 01/20/2016
4. Justice Center Building Project
 - a. Justice Center Update – Discussion/Action
 - b. Approval of Justice Center Vouchers – Discussion/Action
 - c. Change Order for Installation of Roof Drains in Phase 2 – Discussion/Action
5. Radio Tower Project
 - a. Radio Project Update – Discussion/Action
 - b. Approval of Radio Tower Project Vouchers – Discussion/Action
6. Credit Card Approval(s) – Discussion/Action
 - a. Ag & Extension
 - b. Human Services
7. Line Item Transfer(s)– Discussion/Action
 - a. Circuit Court
 - b. Human Services
 - c. Forestry/Parks
8. Budget Adjustment(s) – Discussion/Action
 - a. Circuit Court
 - b. Health
 - c. Land Records
 - d. Clerk of Court
 - e. Senior Services
 - f. Local History Room
 - g. Wegner Grotto
9. Fiscal Note Approval(s)-Discussion/Action
 - a. Resolution Concerning Elected Officials' Salary Adjustments for the Next Term of Office
10. Treasurer
 - a. Monthly Financial Report
 - b. Treasurer Department Monthly Report Review
11. Finance Director
 - a. Monthly Financial Report
 - b. Finance Department Monthly Report Review
 - c. Financial Software Update
12. Monthly County Disbursement Journal Approval – Discussion/Action
13. County Board Monthly Per Diem and Voucher Approval - Discussion/Action
14. Items for next month's agenda
15. Adjournment

James Kuhn, Committee Chair

Date notices mailed: February 12, 2016

Finance Committee
January 20, 2016

Present: James Kuhn, Cedric Schnitzler, Pete Peterson, Sharon Folcey, Wallace Habegger
Others: Annette Erickson, Tina Osterberg, Kurt Marshaus, Judge Ziegler, Diane Erickson, Linda Anderson, Rob Conroy, Deb Brandt, John Mehtala, Chad Ziegler, Ken Kittleson, Randy Williams

The meeting was called to order in the Highway Department Conference Room at 9:00 a.m. by James Kuhn.

- Next meeting date – February 17, 2016 at 9:00 a.m., at the Highway Department Conference Room.
- Minutes Approval – Motion by Cedric Schnitzler second by Pete Peterson to approve the 12/16/15 minutes. Carried 5-0.
- Line Item Transfer
 - a. Circuit Court – Judge Ziegler explained the 2015 line item transfer in the amount of \$7,685.71 for doctor examinations. Motion by Cedric Schnitzler second by Wallace Habegger to approve line item transfer. Carried 5-0.
 - b. Human Services – Diane Erickson explained the 2015 line item transfer in the amount of \$11,110.00 for employee education/training, office supplies, staff travel and telephone expense. Discussion. Motion by Cedric Schnitzler second by Sharon Folcey to approve line item transfer. Discussion. Carried 5-0. Diane explained the 2015 line item transfer in the amount of \$124,532.00 for ADRC consortium paying for computer equipment due to changes in State requirements. Discussion. Motion by Cedric Schnitzler second by Sharon Folcey to approve line item transfer contingent upon committee approval. Discussion. Carried 5-0.
 - c. Senior Services – Tina Osterberg explained the 2015 line item transfer in the amount of \$3,032.00 to balance year end. Motion by Pete Peterson second by Wallace Habegger to approve line item transfer. Carried 5-0. Tina explained the 2015 line item transfer in the amount of \$7,353.00 to balance year end. Discussion. Motion Cedric Schnitzler by second by Wallace Habegger to approve line item transfer. Carried 5-0.
 - d. Medical Examiner – Tina Osterberg explained the 2015 line item transfer in the amount of \$1,161.00 for laboratory overage. Motion by Wallace Habegger second by Sharon Folcey to approve line item transfer. Carried 5-0.
 - e. County Clerk – Shelley Bohl explained the 2015 line item transfer in the amount of \$1,632.00 for countywide postage overage and new copier not anticipated. Motion by Pete Peterson second by Wallace Habegger to approve line item transfer. Carried 5-0.
- Budget Adjustment -
 - a. Circuit Court – Judge Ziegler explained 2015 budget adjustment in the amount of \$73,108.53 for State GAL revenue exceeding budgeted amounts, revenues used to help cover expenses for attorney fees and GAL fees; additional funds to come from the contingency. Discussion. Motion by Pete Peterson second by Cedric Schnitzler to approve budget adjustment. Discussion. Carried 5-0.
 - b. Human Services – Diane Erickson explained the 2015 budget adjustment in the amount of \$211,146.00 for WHEAP, Parenting Certification, CLTS State Revenue/Expense Increase, 3rd Party Liability collected-allowed to keep 15%. Motion by Pete Peterson second by Wallace Habegger to approve budget adjustment. Carried 5-0. Diane explained the 2015 budget adjustment in the amount of \$137,090.00 for WIMCR Funds and MA Collections. Discussion. Motion by Pete Peterson second by Wallace Habegger to approve budget adjustment contingent upon committee approval. Discussion. Carried 5-0.
 - c. Senior Services – Tina Osterberg explained the 2015 budget adjustment in the amount of \$336.00 for VA reimbursement. Motion by Pete Peterson second by Sharon Folcey to approve budget adjustment. Discussion. Carried 5-0.
 - d. Medical Examiner. Tina Osterberg explained 2015 budget adjustment in the amount of \$12,500.00 for salaries/fringes overage due to cases being up and overage in autopsies.

Discussion. Motion by Pete Peterson second by Wallace Habegger to approve budget adjustment. Discussion. Carried 5-0.

- e. Rolling Hills – Linda Anderson explained the 2016 budget adjustment in the amount of \$93,823.00 for fire panel upgrade. Motion by Pete Peterson second by Wallace Habegger to approve budget adjustment. Discussion. Carried 5-0. Linda explained the 2016 budget adjustment in the amount of \$106,461.00 for remaining fire panel upgrade. Discussion. Motion by Wallace Habegger second by Pete Peterson to approve budget adjustment. Carried 5-0.
- f. Information Systems – John Mehtala explained the 2016 budget adjustment in the amount of \$30,000.00 for technology needs for the new justice center. Discussion. Motion by Wallace Habegger second by Sharon Folcey to approve budget adjustment. Carried 5-0.
- g. Worker Compensation – Tina Osterberg explained the 2016 budget adjustment in the amount of \$135,014.00 for expenses not budgeted. Motion by Cedric Schnitzler second by Pete Peterson to approve budget adjustment. Discussion. Carried 5-0.
- h. Finance – Tina Osterberg explained the 2015 budget adjustment in the amount of \$13,497.07 for salary and fringe overages. Motion by Sharon Folcey second by Cedric Schnitzler to approve budget adjustment. Discussion. Carried 5-0.
- i. Treasurer – Annette Erickson explained the 2015 budget adjustment in the amount of \$11,000.00 for tax deed expenses. Motion by Wallace Habegger second by Pete Peterson to approve budget adjustment. Discussion. Carried 5-0.

- Credit Card Approvals

Tina Osterberg presented the requests for 9 credit cards in the amount of \$1,000.00 each. Human Services Social Worker; Veterans Service Officer increase to \$1,000.00 and Deputy Veterans Service Officer; 2 Maintenance Technicians; 1 Maintenance On Call Assistant; and 3 Custodians. Motion to approve all 9 credit cards in the amount of \$1,000.00 each by Cedric Schnitzler second by Pete Peterson. Carried 5-0.

- Fiscal Note Approvals

- a. Resolution Authorizing the Establishment of an Assistant Jail Administrator Position in the Sheriff's Department – Rob Conroy explained the need for the Assistant Jail Administrator. No additional funds are needed in 2016 since the amount budgeted for the Jail Sergeant position is sufficient to cover. Discussion. Motion by Cedric Schnitzler second by Pete Peterson to approve fiscal note. Carried 5-0.
- b. Resolution Concerning Elected Officials' Salary Adjustments for the Next Term of Office – Motion to approve fiscal note by Pete Peterson second by Sharon Folcey. Ken Kittleson explained that salaries need to be set by April, when candidates would take out papers. A 4% wage adjustment is reflected for 2017-2020. No fiscal note in 2016, subsequent years to be budgeted. Carried 5-0.
- c. Resolution Amending Monroe County Camping Fees – Chad Ziegler explained that the fees may increase park revenue. Discussion. Motion to approve fiscal note by Cedric Schnitzler second by Sharon Folcey. Discussion. Carried 4-1.

- Radio Tower Project

- a. Radio Project Update – Randy Williams gave an update on the tower progress. There have been no new change orders from last meeting.
- b. Approval of Radio Tower Project Vouchers – Discussion. Motion by Cedric Schnitzler second by Wallace Habegger to approve the Radio Tower expenditures in the amount of \$2,250.00. Carried 5-0.

- Justice Center Building Project

- a. Justice Center Update – Kurt Marshaus explained that the completion date of Phase I is anticipated to be February 24, 2015. Inmate transition is looking to take place the 3rd week of March.
- b. Approval of monthly Justice Center Building Project expenditures – Discussion. Motion by Sharon Folcey second by Pete Peterson to approve the Justice Project expenditures in the amount of \$799,502.10. Carried 5-0.

- c. Change Order/Resolution of Refitting of HVAC Grilles in Pre-Cast Jail Cells – Kurt Marshaus explained that the Building Committee's original recommendation was to move forward to refit the vent covers in the pre-cast cells. Once the final change order was presented, it failed the committee due to cost. Discussion. Kurt explained that the final number has changed due to estimated labor costs. The total change order will be approximately \$45,000-\$46,000.00 for the total project. Discussion. Motion by Cedric Schnitzler second by Sharon Folcey to approve \$23,434.20 for the cost of the HVAC Grilles. Call the question by Pete Peterson second by Cedric Schnitzler. The discussion ended by voice vote. The motion to approve the grills carried 4-1.
- d. Change Order/Approval of Security Detention Grade Access Panel Change Order – Kurt Marshaus explained the change order to incorporate detention grade security access panels in the amount of \$154,464.96. Motion by Cedric Schnitzler second by Sharon Folcey to approve Security Detention Grade Access Panel Change Order. Discussion. Carried 5-0.
- e. Change Order/Approval of Utility Connections for the Temporary Boiler for the Justice Center Project – Motion by Cedric Schnitzler second by Pete Peterson to approve Temporary Boiler in the amount of \$57,699.26. Kurt Marshaus explained. Carried 5-0.
- f. Approval of Delay Claims Agreement – James Kuhn explained the settlement in the amount of \$423,946.52 between the County's Representative's and the Contractor. Motion by Pete Peterson second by Wallace Habegger to forward to the board for approval. Discussion. Carried 5-0. Rescind last action by Pete Peterson second by Wallace Habegger. Carried. Motion by Pete Peterson second by Wallace Habegger to forward resolution without recommendation to county board for their consideration. Discussion. Call question by Cedric Schnitzler second by Sharon Folcey. The discussion ended by voice vote. The resolution will be forwarded without recommendation for the board's consideration, 4-1.
- g. Approving Extension of Justice Center Project Representative – Motion by Pete Peterson second by Sharon Folcey to approve extension of Justice Center Project Representative. Kurt Marshaus explained services to be continued for an additional year. Discussion. Carried 5-0.

Motion to forgo Treasurer & Finance Reports this month by Pete Peterson second by Cedric Schnitzler. Discussion. Carried 5-0.

- Treasurer Report – Not Provided.
- Finance Director Report – Not Provided.
- Monthly County Disbursement Journal – Motion by Cedric Schnitzler second by Pete Peterson to approve Monthly County Disbursement Journal. Carried 5-0.
- Monthly Per Diems and Vouchers – Motion by Pete Peterson second by Wallace Habegger to approve Monthly Per Diems and Vouchers. Carried 5-0.
- Items for next month's agenda – None.
- Adjournment - Motion by Cedric Schnitzler second by Pete Peterson to adjourn at 11:47 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder

Request for Credit Card Approval

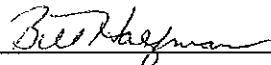
Department: UW Extension

Committee: Ag & Extension Education

Name of Card Holder	Title of Postion	Credit Card Limit
Joan Kuderer	Adminstrative Assistant	\$1,000
Bill Halfman	Ag Agent	\$1,000
Erin Eggert	Family Living Agent	\$1,000
Joshua Geode	4-H Agent	\$1,000

Justification for Credit Card(s):

Raise the limits from \$500 to \$1000 for the card holders to reduce problems from running into not enough room on the cards for conducting routine business at different times of the year.

Department Head Approval: 

Date Approved by Committee of Jurisdiction: _____

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

Date Approved By Finance Committee: _____

Request for Credit Card Approval

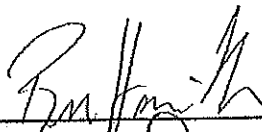
Department: Human Services

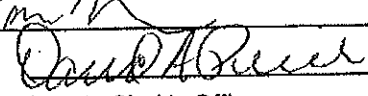
Committee: Human Services

Name of Card Holder	Title of Position	Credit Card Limit
Paige B. Johnson	Social Worker	\$ 1,000.00

Justification for Credit Card(s):

Credit card for agency purchases where it is not feasible to use the regular purchasing procedure.
When not in use all credit cards are locked in a safe.

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 

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

Date Approved By Finance Committee: _____

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: _____ Circuit Court
 Budget Year Amended: _____ 2015

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	TD Expenditure	New Budget
11210000 531000	Office Supplies	\$ 4,800.00	\$ 1,572.41	\$ 3,227.59	\$ 3,227.59
11210000 531050	Postage	\$ 9,000.00	\$ 623.67	\$ 8,376.33	\$ 8,376.33
11210000 531060	Printing	\$ 1,100.00	\$ 216.21	\$ 883.79	\$ 883.79
11210000 532000	Books/Publications	\$ 11,870.00	\$ 288.21	\$ 11,581.79	\$ 11,581.79
11210000 522025	Telephone	\$ 2,808.00	\$ 1,002.02	\$ 1,805.98	\$ 1,805.98
11210000 553100	Equipment Services	\$ 4,656.00	\$ 228.00	\$ 4,428.00	\$ 4,428.00
11210000 521110	Doctor Examinations	\$ 64,686.00	\$ 22.46	\$ 64,663.25	\$ 64,663.54
Total Transfer			\$ 3,952.98		

To Account

Account #	Account Name	Current Budget	Transfer Amount	TD Expenditure	New Budget
11210000 521105 CC 600	Attorney Fees	\$ 70,000.00	\$ 3,952.98	\$ 68,405.47	\$ 73,952.98
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 3,952.98		

Explanation for Transfer:

Attorney fees have exceeded the budgeted amount for 2015

Department Head Approval _____

Governing Committee Approval _____

RO

 02-08-16 *[Signature]*

If < \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____

If > \$500:

Send to County Clerk's Office

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: Human Services
 Budget Year Amended: 2015

No. _____
Date: _____

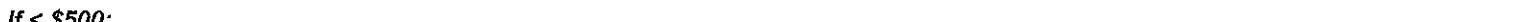
	<u>Account #</u>	<u>Account Name</u>	<u>Transfer Amount</u>	<u>Original Budget</u>	<u>Revised Budget</u>
From Account	24910520.511000	CH RES SERVICES SALARY(CD100)	\$ 26,773.00	\$ 299,988.00	\$ 273,215.00
	24950580.511000	AD COMM LIVING SALARY(MM100)	\$ 21,798.00	\$ 177,726.00	\$ 155,928.00
	24970595.511000	ADRC SALARIES(RC100)	\$ 40,761.00	\$ 226,326.00	\$ 185,565.00
	24910520.525005.HS315	CH RES FCC (CD600)	\$ 5,000.00	\$ 300,000.00	\$ 295,000.00
	24930550.525005.HS455	SHELTERCARE-CLINICAL(CZ613)	\$ 10,000.00	\$ 90,000.00	\$ 80,000.00
			\$ -		\$ -
	Total Transfer		\$ 104,332.00		

To Account	24950560.511000	AD COMM SVCS SALARIES(AE100)	\$ 40,761.00	\$ 187,494.00	\$ 228,255.00
	24910510.511000	CH IN HOME SALARIES (CX100)	\$ 26,773.00	\$ 425,787.00	\$ 452,560.00
	24930550.511000	CLINICAL SALARIES (CZ100)	\$ 21,798.00	\$ 87,532.00	\$ 109,330.00
	24910510.525005.HS225	SHELTERCARE-CLTS (CX613)	\$ 5,000.00	\$ 45,000.00	\$ 50,000.00
	24950590.525005.HS705	AD GROUP HOME LAX CRS(MM613)	\$ 10,000.00	\$ 27,500.00	\$ 37,500.00
	Total Transfer		\$ 104,332.00		

Explanation for Transfer:
Reallocate budgeted amounts for actual costs.

Department Head Approval _____

Governing Committee Approval _____



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

COUNTY ADMINISTRATOR Approval given on : _____
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: February 8, 2016
 Department: Circuit Court
 Amount: \$3,008.75
 Budget Year Amended: 2015

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

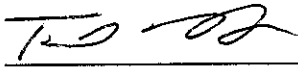
2015 revenue accounts did not meet budgeted amounts for Probate Fees, Ch 55 Legal Fees & GAL Chapter 54/55. Our department is also requesting additional funds from the contingency fund to cover Attorney Fee overages.

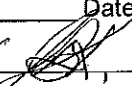
Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
11210000 461500	Probate Fees Due	\$ 12,000.00	\$ (1,545.20)	\$ 10,454.80
11210000 461465	CH 55 Legal Fees	\$ 800.00	\$ (200.00)	\$ 600.00
11210000 461440 CC280	GAL Chapter 54/55	\$ 200.00	\$ (27.50)	\$ 172.50
Total Adjustment			\$ (1,772.70)	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
11210000 521105 CC600	Atty Fees	\$ 73,952.98	\$ 1,236.05	\$ 75,189.03
10010000 539200	Contingency Fund	\$ 89,838.30	\$ (3,008.75)	\$ 86,829.55
Total Adjustment			\$ (1,772.70)	

Department Head Approval:  Dated: 02-08-2016

Date Approved by Committee of Jurisdiction: 02-08-16 

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: February 8, 2016
 Department: Health
 Amount: \$700.00
 Budget Year Amended: 2016

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

Received grant funding from Wal-Mart for health education supplies and materials for our community safety day camps. These safety day camps are held in Monroe County elementary schools, focusing on injury prevention and education with community partners.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000 465135	UW Extension Grant	\$ -	\$ 700.00	\$ 700.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 700.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000 534050	Grant Supplies	\$ 10,000.00	\$ 700.00	\$ 10,700.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 700.00	

Department Head Approval: Maureen Wilson 2/8/16
 Date Approved by Committee of Jurisdiction: Maureen Cook 2/8/16
 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: February 8, 2016
 Department: Health
 Amount: \$1,496.41
 Budget Year Amended: 2016

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

Received a grant from the WI Department of Justice, Children's Justice Act to support training titled *From Trauma to Resilience: Fostering Hope Through Trauma-Informed Care*. This training addresses the emerging issue of Adverse Childhood Experiences (ACEs) and Trauma Informed Care. By providing this training, professionals who work with child victims of abuse and neglect will be able to better understand the impact of ACEs and trauman on children, how to work with victims using the Trauma-Informed Care model and how to incorporate Trauma-Informed strategies into their own work with victims.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000 46590	Misc.	\$ 6,000.00	\$ 1,496.41	\$ 7,496.41
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,496.41	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000 534050	Block Grant Supplies	\$ 10,700.00	\$ 1,496.41	\$ 12,196.41
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,496.41	

Department Head Approval: Maureen Nelson 2/8/16
 Date Approved by Committee of Jurisdiction: Mary J. Cook 2/8/16
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: February 8, 2016
 Department: Health
 Amount: \$5,000.00
 Budget Year Amended: 2016

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

Fourteen states and five local health departments (includes La Crosse County Health Department (LCHD)) are receiving 5 years of funding from the Centers for Disease Control and Prevention to reduce exposures from private drinking water sources under CDC-RFA-BH15-1507. LCHD is subcontracting with neighboring local health departments (LHDs) to reduce exposure to contaminants in private drinking water, specifically arsenic and lead. Arsenic is associated with a variety of illnesses including several types of cancer. Annually, arsenic alone contributes to approximately 1,000 deaths and \$9.7 billion dollars in economic impact. LHDs will be conducting outreach activities and education, as well as providing the test kits to county residents. LCHD will perform the testing, which reduces turnaround time and improves the health of well owners.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	CDC Water Grant	\$ -	\$ 5,000.00	\$ 5,000.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 5,000.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000 511000	Salaries	\$ 442,274.00	\$ 3,636.00	\$ 445,910.00
24110000 515005	Retirement	\$ 27,189.00	\$ 225.00	\$ 27,414.00
24110000 515010	Social Security	\$ 27,426.00	\$ 278.00	\$ 27,704.00
24110000 515015	Medicare	\$ 6,419.00	\$ 53.00	\$ 6,472.00
24110000 515040	Work Comp	\$ 6,647.00	\$ 128.00	\$ 6,775.00
24110000 533200	Mileage	\$ 9,620.00	\$ 155.00	\$ 9,775.00
24110000 534050	Block Grant	\$ 12,196.41	\$ 525.00	\$ 12,721.41
Total Adjustment			\$ 5,000.00	

Department Head Approval: Maureen Johnson 2/8/16
 Date Approved by Committee of Jurisdiction: Maureen Johnson 2/8/16
 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.

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 8, 2015
 Department: Health
 Amount: \$3,500.00
 Budget Year Amended: 2016

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

Received funding from remembering Jesse Parker Inc., to continue the Cribs for Kids and Safety for All Kids (SAK) Pack program as well as initiate a reading literacy program for Monroe County income eligible families. The overall goal is to ensure safe sleep environments for infants, prevent infant/child injury, and increase reading literacy in early childhood.

Revenue Budget Lines Amended:

Account #	Account Name	Original Budget	Budget Adjustment	Final Budget
24110000 485000	Cribs for Kids	\$ -	\$ 3,500.00	\$ 3,750.00
				\$ -
Total Adjustment			\$ 3,500.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Original Budget	Budget Adjustment	Final Budget
24110000 534050	Block Grants	\$ 12,721.41	\$ 3,500.00	\$ 16,221.41
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 3,500.00	

Department Head Approval: Maureen D. Nelson 2/8/16
 Date Approved by Committee of Jurisdiction: Maureen D. Nelson 2/8/16
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: January 6, 2016
 Department: Land Records
 Amount: \$910.74
 Budget Year Amended: 2016

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

This is a transfer of unspent 2015 traning grant funds. The unspent funds need to be used by Dec. 31, 2016. I have already allocated expenditures of \$671 in submitted requisitions for the Wisconsin Land Information Association Meeting and Classes as well as my hotel room. I will incur additional expenses for mileage and meals. This will use most of the roll over. I had to do this last year also.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
11750000 435125	Training Grant Revenue	\$ 1,000.00	\$ 910.74	\$ 1,910.74
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 910.74	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
11750000 579120	Training Grant Exp	\$ 1,000.00	\$ 910.74	\$ 1,910.74
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 910.74	

Department Head Approval: Jeremiah Erickson
 Date Approved by Committee of Jurisdiction: 02/09/16 Administrative

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: February 8, 2016
 Department: Clerk of Court
 Amount: \$11,000.00
 Budget Year Amended: 2015

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

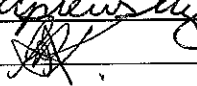
2015 revenue exceeded budgeted amounts in bail forfeitures, attorney fees and guardian ad litem fees.
The additional revenues are needed to cover expense line items that have exceeded budgeted amounts.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
11220000 451000 CC120	Bail Forfeitures	\$ 5,000.00	\$ 5,635.00	\$ 10,635.00
11220000 461430	Attorney Fees Due	\$ 34,379.00	\$ 4,000.00	\$ 38,379.00
11220000 461440	Guardian Ad Litem Fees	\$ 3,000.00	\$ 1,365.00	\$ 4,365.00
				\$ -
Total Adjustment			\$ 11,000.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
11220000 521105 CC600	Attorney Fees	\$ 86,743.00	\$ 4,000.00	\$ 90,743.00
11220000 521105 CC700	GAL Fees	\$ -	\$ 7,000.00	\$ 7,000.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 11,000.00	

Department Head Approval: Shirley K. Chapman 2-8-2016
 Date Approved by Committee of Jurisdiction: 2-8-16 
 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: February 10, 2016
 Department: Senior Services
 Amount: \$1,000.00
 Budget Year Amended: 2016

Source of Increase / Decrease and affect on Program:

(If needed attached separate brief explanation.)

Move unanticipated donation/revenue from the Sparta Legion Auxiliary into an expense line.
Purchasing cell phone services for a volunteer to set up tax appointments for the low income elderly and disabled

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustmen	Final Budget
24600001 466500	Cong Program Income	\$ -	\$ 1,000.00	\$ 1,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,000.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustmen	Final Budget
24600001 534105	Cong site supplies	\$ 2,304.00	\$ 880.00	\$ 3,184.00
24620200 522025	Ben Spec Telephone	\$ -	\$ 120.00	\$ 120.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,000.00	

Department Head Approval: *Saura Priasty*
 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: February 3, 2016
 Department: Local History Room
 Amount: \$137.48
 Budget Year Amended: 2015

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

Reimburse Local History Room Salaries from Local History Room Trust
to pay for additional On-Call hours needed to cover public
programming and community outreach initiatives

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustm	Final Budget
85120000 485000 LHR10	LOCAL HISTORY ROOM TRUST	\$ 15,000.00	\$137.48	\$ 15,137.48
15120000 492800	TRANSFER IN LOCAL HISTORY ROO	\$ 15,000.00	\$137.48	\$ 15,137.48
				\$ -
				\$ -
Total Adjustment			\$ 274.96	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustm	Final Budget
85120000 599999	TRANSFER OUT	\$ 15,000.00	\$137.48	\$ 15,137.48
15120000 511000	SALARIES	\$ 58,481.00	\$137.48	\$ 58,618.48
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 274.96	

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 CONCERNING ELECTED OFFICIALS' SALARY ADJUSTMENTS
FOR THE NEXT TERM OF OFFICE

WHEREAS, Wisconsin Statutes require that an elected official's compensation must be set prior to the date when candidates may take out papers to run for local office (positions for this term include County Clerk, County Treasurer, and Register of Deeds); and

WHEREAS, the Personnel and Bargaining Committee met on January 13 and February 9, 2016, reviewed current wage information, and authorized the following salary rates for Monroe County elected official positions:

POSITION	2017	2018	2019	2020
County Clerk	60,140	61,343	62,570	63,821
County Treasurer	55,930	57,049	58,190	59,354
Register of Deeds	55,930	57,049	58,190	59,354

The above rates place the County Clerk at the midpoint of grade 8 and the Treasurer and Register of Deeds at the midpoint of grade 9 on the county compensation plan, which results in a 3.9% increase for the County Clerk, a 6.3% increase for the Treasurer, and a 9.5% increase for the Register of Deeds in 2017. All three positions then receive 2% increases in each of the remaining three years of the term. Benefits for elected officials are not included in the compensation rates listed above and are similar to benefits received by other county employees, as outlined in personnel policy.

NOW, THEREFORE, BE IT RESOLVED by the Monroe County Board of Supervisors that the Personnel and Bargaining Committee is authorized to adjust elected official compensation effective with the first full pay period in January of each year as indicated for the terms listed above.

Dated this 24th day of February 2016.

OFFERED BY THE PERSONNEL AND BARGAINING COMMITTEE:

Pete Peters
Steve Humphrey

Cammy Joy 146

Approved by Corporation Counsel: ACK

Personnel and Bargaining Committee vote: 3 yes, 1 no, 1 absent

Finance Committee vote:

Fiscal note: There is no fiscal impact in 2016, with subsequent years to be budgeted.

Purpose: Elected official pay adjustments in next term