

Finance Committee  
March 15, 2023

Present: Cedric Schnitzler, Wallace Habhegger, James Kuhn, David Pierce, Toni Wissestad  
Others: Tina Osterberg, Diane Erickson, Tiffany Giesler, Wes Revels, Bob Smith, Chad Ziegler, Tracy Thorsen, Debbie Carney, Rick Folkedahl, Charles Weaver, David Hesper, Derek Pierce, Ed Smudde, Lisa Aldinger Hamblin

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, April 19, 2023 in the Monroe County Assembly Room at 9:00 a.m.
- Minutes Approval - Motion by Wallace Habhegger second by David Pierce to approve the 02/15/23 minutes. Carried 5-0.
- Public Comment – None.
- Credit Card Approval –
  - a. Corporation Counsel – Motion by Wallace Habhegger second by Toni Wissestad to approve credit card. \$1,000.00 credit card request for the Assistant Corporation Counsel. Carried 5-0.
  - b. Health Department – Motion by David Pierce second by James Kuhn to approve credit cards. Tiffany Giesler, Health Director explained credit card request for two Public Health Nurses in the amount of \$1,000.00 each. Carried 5-0.
  - c. Human Services – Motion by David Pierce second by Toni Wissestad to approve credit cards. Tracy Thorsen, Human Services Director explained credit card request for two Social Worker I-CCS positions in the amount of \$1,000.00 each; two Social Worker I-CFS positions in the amount of \$1,000.00 each; one Social Worker I-CLTS position in the amount of \$5,000.00. Carried 5-0.
  - d. Forestry & Parks – Motion by David Pierce second by James Kuhn to approve credit card. Chad Ziegler, Forest & Parks Administrator explained credit card request in the amount of \$3,000.00 for the Park Manager. Carried 5-0.
  - e. Sheriff's Office/Dispatch – Motion by Toni Wissestad second by David Pierce to approve credit card. Wes Revels, Sheriff explained credit card request for Telecommunicator Supervisor in the amount of \$1,000.00. Carried 5-0.
  - f. Sheriff – Motion by David Pierce second by Wallace Habhegger to approve credit card. Wes Revels, Sheriff explained credit card request for Patrol Captain in the amount of \$3,000.00. Carried 5-0.
- Budgetary Adjustment(s) –
  - a. Medical Examiner - Motion by Wallace Habhegger second by Toni Wissestad to approve budget adjustment. Bob Smith, Medical Examiner explained the 2023 budget adjustment in the amount of \$3,600.00 for new vehicle outfitting. Carried 5-0.
  - b. Veterans Services - Motion by Wallace Habhegger second by David Pierce to approve budget adjustment. Charles Weaver, Veteran's Service Officer explained the 2023 budget adjustment in the amount of \$17,528.00 for county veterans supplement grant. Carried 5-0.
  - c. Forestry & Parks- Motion by David Pierce second by James Kuhn to approve budget adjustment. Chad Ziegler, Forest & Parks Administrator explained the 2022 budget adjustment in the amount of \$51,302.77 for re-payment of state loan not utilized. Carried 5-0. Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Chad Ziegler explained the 2023 budget adjustment in the amount of \$53,729.01 for new shower building. Discussion. Carried 5-0.
  - d. Maintenance - Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Derek Pierce, Facilities & Property Director explained the 2022 budget adjustment in the amount of \$13,735.06 for benefit payouts due to retirement. Carried 5-0.
  - e. 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 \$1,531,104.27 for Children's Long Term Support Program and Family Care Contribution. Carried 5-0.

- f. Health Department - Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Tiffany Giesler, Health Director explained the 2023 budget adjustment in the amount of \$2,524.15 for David Mubarak donation. Carried 5-0. Motion by David Pierce second by James Kuhn to approve budget adjustment. Tiffany Giesler explained the 2023 budget adjustment in the amount of \$1,500.00 for anonymous donation. Carried 5-0. Motion by David Pierce second by James Kuhn to approve budget adjustment. Tiffany Giesler explained the 2023 budget adjustment in the amount of \$1,000.00 for Theisens grant funding. Carried 5-0. Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Tiffany Giesler explained the 2023 budget adjustment in the amount of \$900.00 for radon test kits. Discussion. Carried 5-0. Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Tiffany Giesler explained the 2023 budget adjustment in the amount of \$3,500.00 for Kindness Community funding. Carried 5-0.
  - g. Treasurer - Motion by Wallace Habegger second by David Pierce to approve budget adjustment. Debbie Carney, Treasurer explained the 2023 budget adjustment in the amount of \$392.94 for printers. Tina Osterberg, County Administrator noted changes in the expenditure line. The wrong account was used. The adjustment should remove the IT Pool Account and should reflect account 11520000 553100, Equipment Service Contract. The current budget is \$5,618.00, making the final budget \$6,010.94 in that expenditure line item. Discussion. Carried 4-1. Motion by David Pierce second by Wallace Habegger to approve budget adjustment. Debbie Carney explained the 2023 budget adjustment in the amount of \$2,700.00 for salaries. Discussion. Carried 5-0.
  - h. Finance - Motion by David Pierce second by James Kuhn to approve budget adjustment. Diane Erickson, Finance Director explained the 2022 budget adjustment in the amount of \$2,217.41 for vacation and sick leave payouts. Carried 5-0.
  - i. Solid Waste - Motion by Toni Wissestad second by David Pierce to approve budget adjustment pending committee of jurisdiction approval. David Hesel, Solid Waste Manager explained the 2023 budget adjustment in the amount of \$266,711.00 for DNR compliance requirement. Discussion. Motion by Wallace Habegger second by David Pierce to table until the next finance meeting following committee of jurisdiction approval. Carried 5-0.
- Fiscal Note Approval on Resolution –
    - a. Monroe County Board Supports Continuing Operations of a Monroe County Solid Waste Landfill – Motion by Toni Wissestad second by David Pierce to approve fiscal note. David Hesel, Solid Waste Manager explained sufficient funds budgeted in 2023 to cover engineering fees for the planning of phase 5 construction. Discussion. Carried 5-0.
  - Resolution Authorizing Monroe County to Enter Into the Settlement Agreements with Teva Pharmaceutical Industries Ltd., Allergan Finance, LLC, Walgreen Co., Walmart, Inc., CVS Health Corporation and CVS Pharmacy, Inc., Agree to the Terms of the Addendum to the MOU Allocating Settlement Proceeds, and Authorize Entry Into the MOU with the Attorney General. Motion by Toni Wissestad second by David Pierce to approve resolution. Lisa Aldinger Hamblin, Corporation Counsel explained resolution to enter into settlement agreements. Carried 5-0.
  - Treasurer –
    - a. Debbie Carney provided the Monthly Treasurers Report.
    - b. Treasurer Department Monthly Report Review
    - c. Tax Delinquent Parcels/Timeline – Debbie Carney explained that 2018 tax delinquent parcels are currently in process. Taxpayers will be provided with eight weeks to redeem their taxes following notification from the county. Discussion. Debbie explained that 2019 tax delinquent parcels cannot be started until September.
  - Finance
    - a. Diane Erickson provided the monthly Financial Report.
    - b. Finance Department Monthly Report.
  - 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 adjustments. Discussion. Carried 5-0.
  - b. Monthly Disbursement Journal – Motion by David Pierce second by Wallace Habhegger 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 –TIF Districts; Budget Adjustment/Line Item/Re-Purpose of Funds Review; Solid Waste Budget Adjustment; Grant Policy; General Fund Protection Policy.
  - Motion by Wallace Habhegger second by James Kuhn to move into closed session. All supervisors voted yes, Schnitzler, Habhegger, Kuhn, Pierce, and Wissestad.
  - Closed Session per WI Statutes 19.85 (1)(c) and (1)(f)
    - 19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. 19.85 (1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Monroe County Treasurer and Intercounty Department Operations.
  - Motion by James Kuhn second by David Pierce to adjourn at 11:53 a.m. Carried 5-0.

Shelley Bohl, County Clerk  
Recorder