

Finance Committee  
July 19, 2023

Present: Cedric Schnitzler, Wallace Habegger, James Kuhn, David Pierce, Toni Wissestad  
Others: Tina Osterberg, Diane Erickson, Justin Derhammer, Rick Folkedahl, Tara Nichols, Eric Weihe, Wes Revels, Chris Weaver, Lisa Aldinger Hamblin, Tracy Thorsen, Derek Pierce, Adam Balz, Alison Elliott, Todd Ziegler, Michelle Tryggstad, Charissa Finn, Jesica Helgren, Kelly Lupton, Jill Bjornstad

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, August 16, 2023 in the Monroe County Assembly Room at 9:00 a.m.  
Upcoming Future Dates: \*October 06, 2023 at 9:00 a.m.  
\*October 23, 2023  
\*October 24, 2023
- Minutes Approval - Motion by James Kuhn second by David Pierce to approve the 06/13 & 06/21/23 minutes. Carried 5-0.
- Public Comment – None.
- Budget Adjustments:
  - a. Land Conservation – Motion by Toni Wissestad second by David Pierce to approve budget adjustment. Diane Erickson, Finance Director explained the 2023 adjustment in the amount of \$108,933.16 for Wildlife Abatement Program. Carried 5-0.
  - b. Zoning Board of Adjustment – Motion by Toni Wissestad second by Wallace Habegger to approve budget adjustment. Alison Elliott, Sanitation, Planning & Zoning and Dog Control Administrator explained the 2023 adjustment in the amount of \$10,000.00 for appeal case. Discussion. Carried 5-0.
  - c. Maintenance – Motion by Toni Wissestad second by David Pierce to approve budget adjustment. Derek Pierce, Facilities and Properties Director explained the 2023 adjustment in the amount of \$130,000.00 for fuel, electricity and utility costs. Carried 5-0.
  - d. Information Systems – Motion by David Pierce second by James Kuhn to approve budget adjustment. Rick Folkedahl explained the 2023 adjustment in the amount of \$120,180.00 for wireless upgrade. Carried 5-0.
  - e. Dispatch – Motion by Toni Wissestad second by James Kuhn to approve budget adjustment. Chris Weaver, Chief Deputy explained 2023 adjustment in the amount of \$16,392.00 for voter and microwave upgrade. It was noted that the final budget in the capital equipment/dispatch should be \$279,583. Discussion. Carried 5-0.
  - f. Sheriff – Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Chris Weaver, Chief Deputy explained 2023 adjustment in the amount of \$52,000.00 for Law Enforcement Assistance Grant. Carried 5-0.
- Opioid Settlement Funds – Chair Schnitzler provided members with information from Attorney Andy Phillips surrounding the allowable uses of opioid litigation settlement proceeds. A grant writer appears not to be a use for the opioid funding. At this time the county is waiting to proceed until final answer is received. The task force may need to take a relook at things and come up with alternate uses if a grant writer is not an allowable use of the funds.
- Treasurer –
  - a. Justin Derhammer, Chief Deputy provided the Monthly Treasurers Report.
  - b. Treasurer Department Monthly Report Review
- Fiscal Note Approval on Resolution –
  - a. Municipal Resolution Department of Natural Resources Wisconsin Assessment Money (WAM) – Contractor Services Award – Motion by Wallace Habegger second by David Pierce to approve fiscal note. Tina Osterberg, County Administrator explained application for grant funds for testing for Brownsfield properties. Discussion. Carried 5-0.

- Monroe County Library Presentation – A presentation from the Monroe County libraries was conducted by the following libraries: Cashton, Kendall, Norwalk, Sparta and Wilton. Our county libraries are asking for consideration of 100% reimbursement instead of the 80% reimbursement that the county is currently providing. Questions were answered.
- Finance
  - a. Diane Erickson provided the monthly Financial Report.
  - b. Finance Department Monthly Report.
- Over/Under Payment Ordinance – Chair Schnitzler explained that overpayments to be collected for \$10.00 or less is a violation of the statutes. The current \$2.00 over/under payment ordinance remains in effect.
- Grant Policy Discussion – Chair Schnitzler explained that Tina Osterberg, County Administrator, Lisa Aldinger Hamblin, Corporation Counsel and himself are looking into coming up with one consistent policy in regards to grants.
- Monthly Approvals –
  - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Wallace Habegger second by James Kuhn to approve notice of donations/user fees received budget adjustments. Discussion. Carried 5-0.
  - b. Monthly Disbursement Journal – Motion by David Pierce second by Toni Wissestad to approve disbursement journal. Carried 5-0.
  - c. Monthly Per Diems and Vouchers – Motion by James Kuhn second by Adam Balz to approve Monthly County Per Diems and Vouchers. Carried 5-0.
- Items for next month's agenda – Opioid Settlement Funds-Discussion/Action; Treasurer-Tax Delinquent Parcels/Timeline Outstanding Years 2019 & 2020.
- Motion by David Pierce second by James Kuhn to adjourn the meeting at 10:55 a.m. Carried 5-0.

Shelley Bohl, County Clerk  
Recorder