

Finance Committee
October 18, 2023

Present: Cedric Schnitzler, Wallace Habegger, James Kuhn, David Pierce, Toni Wissestad
Others: Tina Osterberg, Diane Erickson, Justin Derhammer, Adrian Lockington, Tracy Thorsen, David Ohnstad, Ed Smudde, Lisa Aldinger Hamblin, Wes Revels, Rick Folkedahl, David Hesel, Chad Ziegler

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, November 15, 2023 in the Monroe County Assembly Room at 9:00 a.m.
Upcoming Future Dates: *October 23, 2023 at 8:30 a.m.
*October 24, 2023 at 8:30 a.m.
*November 1, 2023 Annual Board meeting at 6:00 p.m.
- Minutes Approval - Motion by Wallace Habegger second by David Pierce to approve the 09/12/2023, 09/20/2023 and 09/27/2023 minutes. Carried 5-0.
- Public Comment – No individuals spoke to the Finance Committee.
- Human Services Request for Credit Card Approval - Motion by David Pierce second by Toni Wissestad to approve two credit cards. Tracy Thorsen, Human Services Director explained two credit card requests for the ADRC Social Worker and Behavioral Health Social Worker in the amount of \$1,000.00 each. Carried 5-0.
- Highway Re-Purpose of Funds - Motion by David Pierce second by Toni Wissestad to approve two re-purpose of funds. David Ohnstad, Highway Commissioner explained the 2023 re-purpose of funds in the amount of \$350,000.00 and \$250,000.00 for Sparta storage building. Carried 5-0.
- Budget Adjustments:
 - a. Solid Waste – Motion by David Pierce second by James Kuhn to approve two budget adjustments. David Hesel, Solid Waste Director explained the 2023 adjustment in the amount of \$12,534.80 for increased cost of recycling and \$35,639.03 for contracted services. Discussion. Carried 5-0.
 - b. Information Technologies – Motion by Toni Wissestad second by Wallace Habegger to approve budget adjustment. Rick Folkedahl, IT Director explained the 2023 adjustment in the amount of \$10,000.00 for wireless upgrade project. Discussion. Carried 5-0.
 - c. Personnel – Motion by James Kuhn second by David Pierce to approve budget adjustment. Ed Smudde, Personnel Director explained the 2023 adjustment in the amount of \$12,723.53 for legal counsel. Carried 5-0.
- Fiscal Note Approval on Resolution –
 - a. Resolution Approving the Monroe County Forest Annual Work Plan – 2024. Motion by David Pierce second by Toni Wissestad to approve fiscal note. Chad Ziegler, Forest & Parks Administrator explained annual County Forest Grant from the Wisconsin Department of Natural Resources. Discussion. Carried 5-0.
 - b. Resolution Approving the Monroe County Species and Habitat Conservation Agreement. Motion by David Pierce second by Wallace Habegger to approve fiscal note. Chad Ziegler, Forest & Parks Administrator explained timber sale setup and administrative costs may increase slightly. Discussion. Motion by David Pierce second by Wallace Habegger to amend the fiscal note by adding following The impact to forestry revenue will most likely be minimal "if this resolution passes. If it does not, Forestry Revenue will most likely decrease significantly." Discussion. The amendment carried 5-0. The fiscal note as amended carried 5-0.
- Treasurer –
 - a. Justin Derhammer, Interim Treasurer provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report Review

- c. Tax Delinquent Parcels/Timeline, Outstanding Years 2019 & 2020 – Justin Derhammer, Interim Treasurer explained that title work will begin in January for the 2019 & 2020 parcels. The tax delinquent parcels from 2014 -2018 are currently going through the in-rem process.
 - 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 Toni Wissestad second by James Kuhn to approve notice of donations/user fees received budget adjustments. Carried 5-0.
 - b. Monthly Disbursement Journal – Motion by Toni Wissestad second by David Pierce to approve disbursement journal. Carried 5-0.
 - c. Monthly Per Diems and Vouchers – Motion by Wallace Habegger second by James Kuhn to approve Monthly County Per Diems and Vouchers. Carried 5-0.
 - Items for next month's agenda – Treasurer-Banking Interest Rates; Lisa Aldinger Hamblin-In Rem Process.
 - Open Session to review the applicants from the Office of the Monroe County Treasurer. Ed Smudde, Personnel Director explained that the Monroe County Treasurer Advertisement was opened to the general public for three weeks. There are a total of three candidates. Two candidates are internal, the other external. The candidates are as follows:
 - Justin Derhammer
 - Melinda Hemmersbach
 - Tracy Kingsley
 - Motion by Toni Wissestad second by James Kuhn to move into closed session with Schnitzler, Habegger, Kuhn, Pierce and Wissestad all voting yes.
 - Closed Session under WI. Stat. 19.85(1) (c). Considering employment, promotion, compensation or performance evaluation data for any public employee over which the governmental body had jurisdiction or exercises responsibility – For Monroe County Employee Applicant(s).
 - Motion by Toni Wissestad second by James Kuhn to return to open session with Schnitzler, Habegger, Kuhn, Pierce and Wissestad all voting yes.
 - Open Session to set the Applicants that will be interviewed for the Office of the Monroe County Treasurer. Committee members reviewed the external candidate application. Discussion. Motion by Wallace Habegger second by James Kuhn to interview the two internal candidates only. Discussion. The motion failed 2 yes (Habegger/Pierce), 3 no (Schnitzler, Kuhn, Wissestad). Motion by Toni Wissestad second by James Kuhn to interview all of the three candidates. Discussion. The motion carried 3 yes (Schnitzler, Kuhn, Wissestad), 2 no (Habegger, Pierce).
- Interviews will be conducted on October 31, 2023 from 9:00 a.m. to noon.
- Motion by James Kuhn second by Toni Wissestad to adjourn meeting at 10:53 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder