

Finance Committee
February 21, 2024

Present: Cedric Schnitzler, Wallace Habhegger, James Kuhn, David Pierce, and Toni Wissestad
Others: Diane Erickson, Mindy Hemmersbach, Linda Anderson, Deb Brandt, Stan Hendrickson, Wes Revels, Derek Pierce, Rick Folkedahl, Tracy Thorsen, Lisa Aldinger Hamblin, Pam Pipkin, Bob Smith, Tiffany Giesler, Chad Ziegler, David Ohnstad, David Hesel, Eric Weihe, and Bob Micheel.

The meeting was called to order at the Monroe County Board Assembly Room at 9:02 a.m. by Chair Cedric Schnitzler.

- Next Meeting Date:
 - a) March Monthly Meeting – Wednesday, March 20, 2024 in the Monroe County Assembly Room at 9:00 a.m.
 - b) April Monthly Meeting – Friday, April 12 2024 in the Monroe County Assembly Room at 9:00 a.m.
- Minutes Approval - Motion by Toni Wissestad second by David Pierce to approve the January 17, 2024 minutes. Carried 5-0.
- Public Comment – No individuals spoke to the Finance Committee.
- Highway Re-Purpose Funds:
 - a) Motion by David Pierce, second by Toni Wissestad to approve re-purpose of funds explained by David Ohnstad. \$506,687.50 is needed for CTH BC Putnam Ridge reconstruction. Motion carried 5-0.
 - b) Motion by David Pierce, second by Wallace Habhegger to approve re-purpose of funds explained by David Ohnstad. \$650,164.13 is needed for storage building project. Motion carried 5-0.
- Credit Card Approval
 - a) Justice Programs: Motion by David Pierce, second by Toni Wissestad to approve credit card increase of \$5,000 explained by Eric Weihe. Carried 5-0
 - b) Human Services: Motion by David Pierce, second by Toni Wissestad to approve credit card in the amount of \$5,000 for two positions explained by Tracy Thorsen. Carried 5-0
 - c) Parks Department: Motion by Toni Wissestad, second by David Pierce to approve credit card in the amount of \$3,000 explained by Chad Ziegler. Carried 5-0
 - d) Solid Waste: Motion by Wallace Habhegger, second by James Kuhn to approve credit card increase of \$2,500 explained by David Hesel pending Solid Waste Committee approval. Carried 5-0
- Budget Adjustments:
 - a) Information Technology – Motion by David Pierce, second by Wallace Habhegger approve budget adjustment explained by Richard Folkedahl for the 2024 budget in the amount of \$1,000.00 for transfer a portion of IT Pool budget to the Highway Department budget. Carried 5-0.
 - b) Rolling Hills – Motion by Wallace Habhegger second by Toni Wissestad to approve budget adjustment explained by Linda Smith for the 2024 budget in the amount of \$503,705.00 for WI DHS rates, pending committee approval. Discussion. Carried 5-0.
 - c) Maintenance – Motion by David Pierce second by Toni Wissestad to approve budget adjustment explained by Derek Pierce for \$44,600.00 for water and sewer to the farmhouse. Carried 5-0.
 - d) Human Services – Motion by David Pierce, second by Wallace Habhegger to approve budget adjustment explained by Tracy Thorsen for the 2024 budget in the amount of \$76,541 for bariatric vehicle. Discussion. Carried 5-0.
 - e) Health Department:
 - Motion by David Pierce, second by Wallace Habhegger to approve budget adjustment explained by Tiffany Giesler for the 2024 budget in the amount of \$5,000 from an anonymous donation. Carried 5-0

- Motion by David Pierce, second by Wallace Habhegger to approve budget adjustment explained by Tiffany for the 2024 budget in the amount of \$66,269.24 for unexpended grant dollars not used in 2023 to carry over to 2024. Carried 5-0
 - Motion by David Pierce, second by Toni Wissestad to approve budget adjustment explained by Tiffany for the 2024 budget in the amount of \$23,350.75 for the Immunize WI grant. Carried 5-0
 - Motion by Toni Wissestad, second by David Pierce to approve budget adjustment explained by Tiffany for the 2024 budget in the amount of \$3,500 from the Kindness Community Grant. Carried 5-0
 - f) Child Support – Motion by Wallace Habhegger, second by David Pierce to approve budget adjustment explained by Pamela Pipkin for the 2023 budget in the amount of \$3,786.16 for state aid revenues. Carried 5-0.
 - g) Medical Examiner – Motion by Toni Wissestad, second by Wallace Habhegger to approve budget adjustment explained by Bob Smith for the 2023 budget in the amount of \$65.85 for reclassifying funds to take it out of the correct account. Carried 5-0.
 - h) Jail – Motion by David Pierce, second by James Kuhn to approve budget adjustment explained by Stan Hendrickson for the 2023 budget in the amount of \$35,088.77 for jail medical expenses due to the cost of hospitalization and required specific medications for inmates. Carried 5-0.
 - i) Dispatch – Motion by Wallace Habhegger, second by Toni Wissestad to approve budget adjustment explained by Wes Revels for the 2024 budget in the amount of \$202,000.00 for radio system projects. Discussion. Carried 5-0.
 - j) Forestry – Motion by Wallace Habhegger, second by David Pierce to approve budget adjustment explained by Chad Ziegler for the 2023 budget in the amount of \$3,435.38 for Forest Administration Grant revenue. Carried 5-0.
 - k) County Clerk/Elections – Motion by Toni Wissestad, second by David Pierce to approve budget adjustment explained by Shelley Bohl for \$410.00 because the election budget was exceeded in 2023. The county will receive full reimbursement from municipalities for their share of the expense. Carried 5-0.
 - l) Treasurer – Motion by Toni Wissestad, second by Wallace Habhegger to approve budget adjustment explained by Mindy Hemmersbach for 2023 budget in the amount of \$18,298.00 for health insurance. Carried 5-0.
 - m) Finance – Motion by David Pierce, second by Wallace Habhegger to approve budget adjustment explained by Diane Erickson for 2023 budget in the amount of \$1,102,631.07 for reimbursement from stop loss carrier. Discussion. Motion by David Pierce, second by Wallace Habhegger. Carried 5-0.
- Solid Waste New Cell Funding – David Pierce spoke about the original resolution that is on the floor. Discussion. Tabled for next month's agenda, Motion by David Pierce, second by Toni Wissestad. Carried 5-0.
 - Fiscal Note Review
 - a) Resolution Setting Change Order Levels for Solid Waste Phase 5 New Cell Construction Project – Motion by James Kuhn, second by David Pierce to approve fiscal note. Discussion. Pending Committee Jurisdiction Approval. Carried 5-0.
 - b) Resolution Authorizing the Establishment of a Forest Maintenance and Development Account – Motion by David Peirce, Second by James Kuhn to approve fiscal note. Discussion. Carried 4-1.
 - c) Resolution Setting Salaries for County Clerk, Register of Deeds, and county Treasurer for the 2025-2028 Term of Office – Motion by Wallace Habhegger, second by James Kuhn to approve fiscal note. Carried 5-0.
 - Treasurer –
 - a) Mindy Hemmersbach, Treasurer provided the Monthly Treasurers Report. Discussion.
 - b) Treasurer Department Monthly Report Review
 - c) In-Rem Update – Courtesy Letter January 22nd 2024. Checking on tax parcels that are delinquent.

- d) Chargeback – The Town of Greenfield received a letter from the State. Unamin is looking to appeal their 2021-2022 taxes.
- e) Growing states – Behind on payments, the last payment was on February 9th 2024.
- f) Treasurer Office Updates:
 - New Chief Deputy Treasurer is Dawn Rickert
 - New Office Layout in Treasurer's office
- Finance
 - a) Diane Erickson provided the monthly Financial Report.
 - b) Finance Department Monthly Report.
- ARPA Fund Interest –
 - a) 2 million for wage modification for 2024
 - b) Private well testing
 - c) County Sheriff Wes Revels expressed that the extra funds could be used to buy two AED. Budget adjustment pending committee approval. Motion by Wallace Habegger, second by Toni Wissestad. Carried 5-0.
- Additional ATC Funds Designation
 - a) Land Conversation: Bob Spoke regards a project
 - b) Forestry: Chad spoke regards a project
 - c) Highway: David spoke regards a project
 - d) Discussion amongst the board members – Tabled for next month. Motioned by David Peirce, second by Toni Wissestad, Carried 5-0.
- NACO LATCF Contribution:
 - a) Voluntary contribution of \$1,700. Where would the funds come from? Monroe County is a member of NACO. Discussion. Table to next month's meeting. Motion by Wallace Habegger, second by David Peirce. Carried 5-0.
- Monroe County Grant Administration Policy – County Board members had a discussion. Policy will be provided to department heads for feedback. Policy will be brought back to committee to discuss the results from department heads in March.
- 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 David Pierce second by James Kuhn to approve disbursement journal. Carried 5-0.
 - c) Monthly Per Diems and Vouchers – Motion by James Kuhn second by Toni Wissestad to approve Monthly County Per Diems and Vouchers. Carried 5-0.
- Items for next month's agenda:
 - a) Credit Card approval level change
 - b) Phase 5 to be tabled for next month's agenda
 - c) Additional ATC Funds Designation
 - d) NACO LATCF
- Motion by James Kuhn second by David Pierce to adjourn meeting at 11:16 a.m. Carried 5-0.

Rachel Kreighbaum, Chief Deputy County Clerk
Recorder