

Finance Committee
May 20, 2024

Present: Toni Wissestad, Cedric Schnitzler, Wallace Habegger, Doug Rogalla, David Pierce
Others: Tina Osterberg, Mindy Hemmersbach, Derek Pierce, David Ohnstad, Chris Weaver, Wes Revels, David Hesel, Linda Smith, Tracy Thorsen, Lisa Aldinger Hamblin, Jeremiah Erickson, Alison Elliott, Press.

The meeting was called to order at the Monroe County Board Assembly Room at 9:00 a.m. by Chair Toni Wissestad.

- Election of Committee Vice-Chair – Motion by David Pierce second by Doug Rogalla to nominate Wallace Habegger as Vice-Chair. Motion by Cedric Schnitzler second by David Pierce to cast a unanimous ballot. Carried 5-0.
- Establishment of Monthly Meetings Date/Time – Committee recommendation to remain with the 3rd Wednesday of each month at 9:00 a.m.
- Next Meeting Date – Wednesday, June 19, 2024 in the Monroe County Assembly Room at 9:00 a.m.
Budget Meeting Dates: October 10, October 21, October 23.
- Minutes Approval - Motion by Wallace Habegger second by David Pierce to approve the March 27, April 12 and April 24, 2024 minutes. Carried 5-0.
- Public Comment – No individuals spoke to the Finance Committee.
- Highway Re-purpose of Funds – Motion by David Pierce second by Cedric Schnitzler to approve re-purpose of funds pending committee of jurisdiction approval. David Ohnstad, Highway Commissioner explained the 2024 re-purpose of funds in the amount of \$2,000.00 for interest earned on bond funds, arbitrage is necessary to determine the amount owed to the US Treasury. Discussion. Carried 5-0.
- Budget Adjustments:
 - a. Maintenance – Motion by David Pierce second by Cedric Schnitzler to approve budget adjustment. Derek Pierce, Facilities and Property Director explained the 2024 budget adjustment in the amount of \$50,000.00 for architect funding for the new administration building. Motion by Doug Rogalla second by Wallace Habegger to table the budget adjustment until after budget review. Discussion. Fails 2 yes, 3 no. Motion by Doug Rogalla second by Wallace Habegger to send back to the Property & Maintenance Committee with the request to wait on submission of the budget adjustment until the completion of the 2025 budget. Carried 5-0.
 - b. Rolling Hills – Motion by Cedric Schnitzler second by David Pierce to approve budget adjustment pending committee of jurisdiction approval. Tina Osterberg, County Administrator explained the 2024 budget adjustment in the amount of \$486,240.00 for new bus and storage garage. Motion by Rogalla to send back to Rolling Hills to table until budget review. Motion died for lack of second. The discussion continued. The budget adjustment carried 3-2.
 - c. Solid Waste – Motion by David Pierce second by Doug Rogalla to approve budget adjustment. David Hesel, Solid Waste Director explained the 2024 budget adjustment in the amount of \$6,050.85 for Sand Creek Professional Services account. Discussion. Carried 5-0.
- Fiscal Note on Resolutions
 - a. Resolution Authorizing the Establishment of a Full-Time Assistant Corporation Counsel Position – Motion by Wallace Habegger second by David Pierce to approve fiscal note. Supervisor Wallace Habegger explained that the position had already existed, but because the position was vacant for over one year, the position would need to be reapplied for. Lisa Aldinger Hamblin, Corporation Counsel further explained. Discussion. Carried 5-0.
 - b. Resolution Authorizing the Establishment of Levy Funding for the Land Information Officer/GIS Coordinator Position – Motion by David Pierce second by Wallace Habegger to approve fiscal note. Tina Osterberg, County Administrator explained that the resolution would allow the position to use levy funding. Jeremiah Erickson further explained grant funding, projects, recordings. Discussion. Carried 5-0.

- c. Resolution Creating Non-lapsing Accounts for Highway Department Corrected – Motion by Doug Rogalla second by David Pierce to approve fiscal note pending committee of jurisdiction approval. David Ohnstad, Highway Commissioner explained correction to the non-lapsing accounts for capital buildings & improvements account. Discussion. Carried 5-0.
 - d. Resolution Establishing 2025 Annual Budgeted Allocation for Cost of Living and Pay for Performance Adjustments – Motion by Doug Rogalla second by Wallace Habegger to approve fiscal note. Tina Osterberg, County Administrator explained CPI-U and merit increase. Discussion. Carried 5-0.
- Treasurer –
 - a. Mindy Hemmersbach, Treasurer provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report Review.
 - c. Town of Greenfield Tax – Mindy explained that a tax appeal was filed by Covia to the state. Also, the full value was used in 2022 instead of the equated amount. Discussion. Motion by Cedric Schnitzler second by Doug Rogalla to draft a resolution for 2021 & 2022 tax appeal. Carried 5-0.
 - d. Pending Tax Appeals – Mindy stated that no other tax appeals have been filed at this time.
 - e. Treasurer Office Updates – Mindy announced that the New Chief Deputy is Ellen Georgeson.
 - f. In-Rem Discussion – Mindy explained that the Property & Maintenance Committee will be going through In-Rem parcels tomorrow and determine which parcels to move forward with the bid process.
 - g. Permit Tracking, Property Assessment, Tax Collection Software RFP Update – Mindy explained that the low bid was Catalis in the amount of \$306,888.31 over 5 years. Motion by Doug Rogalla second by Wallace Habegger to accept bid. Carried 5-0.
 - Finance Report - Diane Erickson, Finance Director was excused from the meeting. The monthly Financial Report was provided to members in the packet.
 - Department of the Interior/Bureau of Indian Affairs Decision to Place Lands in Trust – Town of Byron, Parcel #006-00476-0000 – No additional action needed. This item was approved in April.
 - Monthly Approvals – Motion by Wallace Habegger second by Doug Rogalla to approve the Monthly Notice of Donations/User Fees Received Budget Adjustment; Monthly Disbursement Journal; and Monthly Per Diems and Vouchers. Carried 5-0.
 - Items for next month's agenda – County Board Rules/Budget Adjustment Policy Review; Credit Card Request Procedure; Workman's Compensation Rates; Grant Policy Update; Resolution for 2021 & 2022 Tax Appeal Funds to the Town of Greenfield.
 - Motion by Doug Rogalla second by David Pierce to adjourn meeting at 10:41 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder