



MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1, SPARTA, WISCONSIN 54656

PHONE: 608-269-8705 FAX: 608-269-8747 www.co.monroe.wi.us

MONROE COUNTY BOARD AGENDA

Tuesday, July 23, 2024

6:00 p.m.

Monroe County Board Assembly Room

210 W Oak Street, RM 1200

Sparta, WI 54656

Remote Meeting to Begin at 6:00 p.m.

Meeting link:

<https://monroecountywi.webex.com/>

Meeting Number: 2493 786 7406

Password: Monroe

Join by phone

+1-404-397-1516 United States Toll

Access code: 2493 786 7406

IT Point of Contact, Rick Folkedahl 608-633-2700

6:00 p.m.

Call to Order/Roll Call

Pledge of Allegiance

Approval of Minutes – June 26, 2024

Public Comment Period

Appointments (Listed on a Separate Sheet)

Budget Adjustment

Jail

Health Department (2)

Monthly Treasurer's Report – Mindy Hemmersbach, Treasurer

Monthly Finance Report – Diane Erickson, Finance Director

Monthly Administrator's Report – Tina Osterberg, County Administrator

Resolution(s) – Discussion/Action (Listed on a Separate Sheet)

Chairman's Report

Adjournment

>Supervisors: Do wear your name tags, it helps visitors
>Agenda order may change

The June meeting of the Monroe County Board of Supervisors convened in the Monroe County Board Assembly Room in the City of Sparta, Wisconsin, on Wednesday, June 26, 2024 at 6:00 p.m. Chair Cedric Schnitzler presiding. Roll Call was called with 14 Supervisors present; Supervisors VanWychen and Gomez absent. The Pledge of Allegiance was recited. A County Board learning session was held at 4:00 p.m.

Sheriff Wes Revels announced K9 Kelton, Deputy Sheriff Retirement.

Public Comment Period – No members of the public addressed the board.

Supervisor Kuderer was excused from the meeting at 6:08 p.m.

Motion by Supervisor Zebell second by Supervisor Pierce to move into closed session. All 13 Supervisors present voted yes.

Closed Session per Wis. Stat. 19.85 (1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – Closed Session with Attorney Jane Landretti regarding possible litigation.

Motion by Supervisor Zebell second by Supervisor Devine to return to open session. All 13 Supervisors voted yes.

Supervisor Kuderer joined the meeting at 7:51 p.m.

A recess was taken at 7:51 p.m., the meeting reconvened at 7:58 p.m.

Motion by Supervisor Kuhn second by Supervisor Jandt to approve the May 22, 2024 minutes. Motion by Supervisor Zebell second by Supervisor Wissestad to amend minutes by removing Attorney Jane Landretti in closed session and replace it by inserting Sand Creek. The amendment carried by voice vote. The minutes as amended carried by voice vote.

Appointments – Motion by Supervisor Balz second by Supervisor Rogalla to approve the below appointments. Carried by voice vote.

Zoning Board of Adjustment, Douglas Moskonas for a term ending 06/30/27;

Monroe County Aging and Disability Advisory Committee for a term ending 03/31/26; Kristi Brown, Mary Cook, Tim Fuhrmann, Jason Jandt, Dr. Emma Ledbetter, Gary Nelson, Tonya Olson, David Pierce, Larry Tichenor, Mary Von Ruden;

Nutrition Advisory Committee for a term ending 03/31/26; Patti Abbott; Barb Akers, Patricia Hansen, Joyce Schreier, Judy Schure, Joyce Thonesen.

Greg Pitel, Kerber Rose provided the 2023 Monroe County Audit and answered questions.

Budget Adjustment:

Solid Waste – Motion by Supervisor Zebell second by Supervisor Sparks to approve budget adjustment. David Hesel, Solid Waste Director explained the 2024 budget adjustment in the amount of \$75,000.00 for future professional service expenditures for Sand Creek. The budget adjustment passed with 13 Supervisors present voting yes; Supervisor Kuderer abstained from the vote.

Solid Waste – Motion by Supervisor Wissestad second by Supervisor Devine to approve budget adjustment. David Hesel, Solid Waste Director explained the 2024 budget adjustment in the

amount of \$3,500.00 for hazardous waste clean-up event. The budget adjustment passed with all Supervisors present voting yes.

Sheriff/Dispatch – Motion by Supervisor Pierce second by Supervisor Zebell to approve budget adjustment. Chris Weaver, Chief Deputy explained the 2024 budget adjustment in the amount of \$24,165.20 for radio system projects. The budget adjustment passed with all Supervisors present voting yes.

Repurpose of Funds:

Highway – Motion by Supervisor Pierce second by Supervisor Zebell to approve repurpose of funds. David Ohnstad, Highway Commissioner explained the 2024 repurpose of funds in the amount of \$2,000.00 for bond fund interest, arbitrage is necessary to determine the amount owed to the US Treasury. The budget adjustment passed with all Supervisors present voting yes.

Due to time constraints, Chair Schnitzler waived the Treasurer, Finance and Administrator reports.

Supervisor Balz explained the request to look at an increase in funding of the Monroe County Libraries in 2025. Michelle Tryggstad, Sparta Free Library presented Monroe County Library's services and funding needs. Questions were answered.

RESOLUTION 06-24-01

RESOLUTION CREATING NON-LAPSING ACCOUNT FOR USE OF MONROE COUNTY ECONOMIC DEVELOPMENT AND TOURISM CONFERENCE FUNDS

The forgoing resolution was moved for adoption by Supervisor Zebell second by Supervisor Jandt. Tina Osterberg, County Administrator explained. Discussion. The resolution passed with all Supervisors voting yes.

RESOLUTION 06-24-02

RESOLUTION AMENDING DOG LICENSE AND SHELTER FEES

The forgoing resolution was moved for adoption by Supervisor Pierce second by Supervisor Cook. Alison Elliott, Sanitation, Planning & Zoning and Dog Control Department Director explained. Supervisor Sparks noted that in line #5, the date is in error and should read June 17th. Chair Schnitzler asked for any objection, none. Discussion. The resolution with date update passed with all Supervisors voting yes.

RESOLUTION 06-24-03

RESOLUTION AUTHORIZING THE INCREASE IN HOURS FROM HALF TIME TO FULL TIME FOR THE SANITATION & ZONING ADMINISTRATIVE ASSISTANT POSITION

The forgoing resolution was moved for adoption by Supervisor Sparks second by Supervisor Pierce. Alison Elliott, Sanitation, Planning & Zoning and Dog Control Department Director explained. The resolution passed with all Supervisors voting yes.

RESOLUTION 06-24-04

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A FULL-TIME ASSISTANT CORPORATION COUNSEL POSITION

The forgoing resolution was moved for adoption by Supervisor Balz second by Supervisor Devine. Kerry Sullivan Flock, Assistant Corporation Counsel explained. Discussion. The resolution passed with 13 Supervisors voting yes; Supervisor Rogalla voting no.

RESOLUTION 06-24-05

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF LEVY FUNDING FOR THE LAND INFORMATION OFFICER/GIS COORDINATOR POSITION

The forgoing resolution was moved for adoption by Supervisor Jandt second by Supervisor Pierce. Alison Elliott, Sanitation, Planning & Zoning and Dog Control Department Director explained. The resolution passed with all Supervisors voting yes.

RESOLUTION 06-24-06

RESOLUTION AUTHORIZING THE INCREASE IN HOURS FROM ¾ TIME TO FULL TIME FOR THE MONROE COUNTY DISTRICT ATTORNEY'S OFFICE ADMINISTRATIVE ASSISTANT POSITION

The forgoing resolution was moved for adoption by Supervisor Wissestad second by Supervisor Zebell. Kevin Croninger, District Attorney explained. Discussion. The resolution passed with all Supervisors voting yes.

RESOLUTION 06-24-07

RESOLUTION AUTHORIZING A PART-TIME ADRC ADMINISTRATIVE ASSISTANT IN THE MONROE COUNTY HUMAN SERVICES DEPARTMENT

The forgoing resolution was moved for adoption by Supervisor Esterline second by Supervisor Devine. Tracy Thorsen, Human Services Director explained. Discussion. The resolution passed with 12 Supervisors voting yes; Supervisor Zebell and Sparks voting no.

RESOLUTION 06-24-08

RESOLUTION AUTHORIZING SIX SERVICE COORDINATOR POSITIONS (CLTS/CCS) IN THE MONROE COUNTY HUMAN SERVICES DEPARTMENT

Motion to table resolution until next month by Supervisor Jandt second by Supervisor Pierce. The motion passed with 10 Supervisors voting yes; Supervisors Habhegger, Zebell, Sparks and Kuhn voting no.

Chairman's Report – The next board meeting is Tuesday, July 23rd due to the Monroe County Fair.

Motion by Supervisor Devine second by Supervisor Rogalla to adjourn the meeting at 9:19 p.m.

I, Shelley Bohl, Monroe County Clerk certify that to the best of my knowledge the foregoing is a correct copy of the June meeting of the Monroe County Board of Supervisors held on June 26, 2024.

MONROE COUNTY
Notice of Budgetary Adjustment
 Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: July 11, 2024
 Department: Monroe County Jail
 Amount: \$7,490.00
 Budget Year Amended: 2024

Does this Budget Adjustment decrease future fund balance available for Debt Service Payments in future years?

Yes or No? No Explain: State funds

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

SCAPP funds already received to cover finger print system that failed.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	493000		Fund Balance Applied	\$ 4,955,730.89	\$ 7,490.00	\$ 4,963,220.89
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 7,490.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12700000	553100		Equipment Service	\$ 28,142.00	\$ 7,490.00	\$ 35,632.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 7,490.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 

7/11/24
Date

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: 07/17/24

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY
Notice of Budgetary Adjustment
Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: June 18, 2024
 Department: Health
 Amount: \$24,590.79
 Budget Year Amended: 2024

Does this Budget Adjustment decrease future fund balance available for Debt Service Payments in future years?
 Yes or No? X/No Explain: _____

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

Awarded competitive grant from the Department of Health Services, Division of Public Health. The WI Routine Immunizations Through Community Engagement grant runs from 7/1/2024 to June 30, 2025. The total allocation of this grant is \$38,348.78. We anticipate expending \$24,590.79 in 2024, with the remainder incorporated into the 2025 budget. Funds will be utilized for staff time, travel, training and supplies. The immunization focus for this grant will be school-aged children and we are partnering with schools.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
2411000	435530	F7215	R.I.C.E.	\$ -	\$ 24,590.79	\$ 24,590.79
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 24,590.79	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
241000	511000		Salaries	\$ 757,100.24	\$ 7,749.60	\$ 764,849.84
241000	534050		Block Grant -supplies	\$ 73,479.00	\$ 16,841.00	\$ 90,320.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 24,590.60	

Department Head Approval: 
 Date Approved by Committee of Jurisdiction: 

Following this approval please forward to the County Clerk's Office.

Date 07-02-2024

Date Approved by Finance Committee: 07/17/24
 Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: June 18, 2024
 Department: Health
 Amount: \$898.00
 Budget Year Amended: 2024

Does this Budget Adjustment decrease future fund balance available for Debt Service Payments in future years?

Yes or No? No Explain: _____

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

La Crosse County received a federal grant to support outreach, education, and training for individuals that are interested in being a part of a Medical Reserve Corp (MRC) in our region. WI Emergency Assistance and Volunteer Registry (WEAVR) allows for the pre-identification of individuals interested in assisting our community or state during a disaster or health event. WEAVR and MRCs allow for the ability to facilitate health and medical response through identification, credentialing and deployment of volunteers.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
241000	465900		Misc.	\$ -	\$ 898.00	\$ 898.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 898.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
241000	511000		Salaries	\$ 757,100.24	\$ 898.00	\$ 757,998.24
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 898.00	

Department Head Approval: Tiffany G. Mitton
 Date Approved by Committee of Jurisdiction: 07-02-2024
 Following this approval please forward to the County Clerk's Office. Date

Date Approved by Finance Committee: 07/17/24
 Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

TREASURER'S REPORT
For the period of June 1, 2024 to June 30, 2024
Mindy Hemmersbach, County Treasurer

RECEIPTS & DISBURSEMENTS	
Receipts for Current Month:	\$ 8,207,517.54
Wires & Disbursements for Current Month:	\$ 8,654,100.65

INVESTMENTS - GENERAL FUND				
Bank	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
State Bank		\$ 4,163,380.55	none	5.58%
State Investment Pool		\$ 6,507,349.16	none	5.42%
Bank First Checking		\$ 504.03	none	0.00%
Bank First MM		\$ 262,202.25	none	4.99%
Citizens First Bank MM		\$ 3,143,943.90	none	
River Bank MM		\$ 3,022,363.66	none	4.11%
River Bank - CD		\$ 1,026,142.03	11/21/2024	5.32%
River Bank - CD		\$ 1,026,142.03	11/21/2024	5.32%
River Bank - CD		\$ 1,026,142.03	11/21/2024	5.32%
River Bank - CD		\$ 1,012,221.31	2/8/2025	5.05%
River Bank - CD		\$ 506,110.66	8/8/2024	5.05%
State Bank - CDARs		\$ 1,000,000.00	12/5/2024	5.32%
State Bank - CDARs		\$ 1,000,000.00	12/5/2024	5.32%
State Bank - CDARs		\$ 500,000.00	2/13/2025	5.05%
State Bank - CDARs		\$ 500,000.00	8/15/2024	5.05%
TOTAL GENERAL FUND INVESTMENTS		\$ 24,696,501.61		

GENERAL FUND BALANCES	
Month End Balance	\$ (1,039,772.13)
Outstanding Checks	\$ (808,341.80)
Outstanding Deposits	\$ 242,388.77
General Fund Investments	\$ 24,696,501.61
Totals	\$ 23,090,776.45

TOTAL GENERAL FUND AS OF JUNE 2023	\$ 22,191,697.77
General fund is up from a year ago:	\$ 899,078.68

DELINQUENT TAXES	
Delinquent Taxes in June 2024 were:	\$ 756,540.69
Delinquent Taxes in June 2023 were:	\$ 686,167.88
Delinquent Taxes are up from one year ago:	\$ 70,372.81

SALES & USE TAX	
Sales tax received June 2024	\$ 2,426,617.19
Sales tax is for the months of Nov thru April 2024	
Sales tax received June 2023	\$ 2,163,235.65
Sales tax is for the months of Nov thru April 2023	
SALES TAX IS UP FROM ONE YEAR AGO:	\$ 263,381.54

TREASURER'S REPORT
 For the period of May 1, 2024 to May 31, 2024
 Mindy Hemmersbach, County Treasurer

RECEIPTS & DISBURSEMENTS	
Receipts for Current Month:	\$ 9,615,723.09
Wires & Disbursements for Current Month:	\$ 10,556,549.94

INVESTMENTS - GENERAL FUND				
Bank	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
State Bank		\$ 4,462,429.64	none	5.58%
State Investment Pool		\$ 6,478,549.56	none	5.38%
Bank First Checking		\$ 504.03	none	0.00%
Bank First MM		\$ 261,224.34	none	5.00%
Citizens First Bank MM		\$ 3,132,984.29	none	
River Bank MM		\$ 3,012,363.60	none	4.11%
River Bank - CD		\$ 1,026,142.03	11/21/2024	5.32%
River Bank - CD		\$ 1,026,142.03	11/21/2024	5.32%
River Bank - CD		\$ 1,026,142.03	11/21/2024	5.32%
River Bank - CD		\$ 1,012,221.31	2/8/2025	5.05%
River Bank - CD		\$ 506,110.66	8/8/2024	5.05%
State Bank - CDARs		\$ 1,000,000.00	12/5/2024	5.32%
State Bank - CDARs		\$ 1,000,000.00	12/5/2024	5.32%
State Bank - CDARs		\$ 500,000.00	2/13/2025	5.05%
State Bank - CDARs		\$ 500,000.00	8/15/2024	5.05%
TOTAL GENERAL FUND INVESTMENTS		\$ 24,944,813.52		

GENERAL FUND BALANCES	
Month End Balance	\$ (664,597.75)
Outstanding Checks	\$ (580,237.79)
Outstanding Deposits	\$ 85,693.49
General Fund Investments	\$ 24,944,813.52
Totals	\$ 23,785,671.47

TOTAL GENERAL FUND AS OF MAY 2023	\$ 24,219,687.27
General fund is down from a year ago:	\$ (434,015.80)

DELINQUENT TAXES	
Delinquent Taxes in May 2024 were:	\$ 784,016.22
Delinquent Taxes in May 2023 were:	\$ 809,824.00
Delinquent Taxes are down from one year ago:	\$ (25,807.78)

SALES & USE TAX	
Sales tax received May 2024	\$ 2,062,633.63
Sales tax is for the months of Nov thru March 2024	
Sales tax received May 2023	\$ 1,914,064.24
Sales tax is for the months of Nov thru March 2023	
SALES TAX IS UP FROM ONE YEAR AGO:	\$ 148,569.39

TREASURER'S REPORT
For the period of June 1, 2024 to June 30, 2024
Mindy Hemmersbach, County Treasurer

INVESTMENTS				
BANK	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
History Room				
State Bank-History Room MMI		\$ 80,302.17	None	5.58%
State Bank-History Room MMII		\$ 17,115.71	None	5.58%
Monroe Co Local History Room Endowment #3 Fidelity Investments		\$ 2,165,248.66	None	
State Bank-Wegner Grotto Trust		\$ 414,452.97	None	5.58%
Wegner Grotto Endowment-Raymond James		\$ 449,813.70	None	
Haney Fund				
State Bank of Sparta MM		\$ 1,028.34	None	5.58%
Transportation - ADRC				
State Bank-ADRC Transportation		\$ 56,082.78	None	5.58%
Jail Assessment				
Bank First MM		\$ 236,817.09	None	4.99%
Monroe County Land Information Board				
Bank First MM		\$ 90,594.18	None	4.99%
Solid Waste Management				
State Bank - Ridgeview II-Closure Escrow		\$ 222,469.67	7/25/2024	4.25830%
		\$ 221,793.40	11/29/2024	4.40196%
		\$ 224,245.25	11/29/2024	4.40196%
		\$ 226,452.86	11/29/2024	4.40196%
		\$ 237,559.16	11/29/2024	4.40196%
		\$ 860,359.28	8/1/2024	4.35411%
State Bank - Facility Reserve-MM		\$ 3,736.52	None	5.58%
State Bank - ICS		\$ 543,768.44	None	5.312%
Section 125 Plan				
State Bank of Sparta		\$ 43,107.67	None	5.58%
Worker's Comp				
State Bank of Sparta		\$ 2,296,763.22	None	5.58%
Self Funded - Employee Insurance				
State Bank of Sparta		\$ 1,248,656.54	None	5.58%
American Rescue Plan				
State Bank of Sparta		\$ 2,673,968.41	None	5.58%
Opioid Funds				
River Bank MM		\$ 731,787.79	None	4.11%
TOTAL OF RESTRICTED FUNDS-NOT IN GENERAL FUND:		\$ 13,046,123.81		

TREASURER'S REPORT
For the period of May 1, 2024 to May 31, 2024
Mindy Hemmersbach, County Treasurer

INVESTMENTS				
BANK	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
History Room				
State Bank-History Room MMI		\$ 75,314.35	None	5.58%
State Bank-History Room MMII		\$ 17,037.78	None	5.58%
Monroe Co Local History Room Endowment #3 Fidelity Investments		\$ 2,163,619.74	None	
State Bank-Wegner Grotto Trust		\$ 412,565.99	None	5.58%
Wegner Grotto Endowment-Raymond James		\$ 452,042.58	None	
Haney Fund				
State Bank of Sparta MM		\$ 1,023.66	None	5.58%
Transportation - ADRC				
State Bank-ADRC Transportation		\$ 55,827.44	None	5.58%
Jail Assessment				
Bank First MM		\$ 247,693.57	None	5.00%
Monroe County Land Information Board				
Bank First MM		\$ 85,842.65	None	5.00%
Solid Waste Management				
State Bank - Ridgeview II-Closure Escrow		\$ 221,692.44	7/25/2024	4.25830%
		\$ 220,992.43	11/29/2024	4.40196%
		\$ 223,435.43	11/29/2024	4.40196%
		\$ 225,635.07	11/29/2024	4.40196%
		\$ 236,701.26	11/29/2024	4.40196%
		\$ 264,672.15	6/20/2024	4.16241%
		\$ 857,285.98	8/1/2024	4.35411%
		\$ 266,711.00	6/27/2024	4.16241%
State Bank - Facility Reserve-MM		\$ 3,719.51	None	5.58%
Section 125 Plan				
State Bank of Sparta		\$ 42,188.98	None	5.58%
Worker's Comp				
State Bank of Sparta		\$ 2,278,108.46	None	5.58%
Self Funded - Employee Insurance				
State Bank of Sparta		\$ 1,177,555.36	None	5.58%
American Rescue Plan				
State Bank of Sparta		\$ 2,661,793.98	None	5.58%
Opioid Funds				
River Bank MM		\$ 729,366.53	None	4.11%
TOTAL OF RESTRICTED FUNDS-NOT IN GENERAL FUND:		\$ 12,920,826.34		

PREVIOUS MONTH

2024 MONTHLY GENERAL INFORMATION

MONTH	GENERAL FUND	SALES TAX	DELINQUENT TAXES
January	\$ 25,110,489.98	\$ 327,920.04 Sales Tax for Nov. 2023	\$ 933,604.16 *
February	\$ 27,301,002.01	\$ 587,822.64 Sales for Tax Dec. 2023	\$ 874,878.27 *
March	\$ 27,607,069.98	\$ 349,372.10 Sales for Tax Jan. 2024	\$ 854,416.17 *
April	\$ 24,639,564.55	\$ 308,396.30 Sales Tax for Feb. 2024	\$ 821,747.15 *
May	\$ 24,944,813.52	\$ 489,122.55 Sales Tax for Mar. 2024	\$ 784,016.22 *
June	\$ 24,696,501.61	\$ 363,983.56 Sales Tax for April 2024	\$ 756,540.69 *
July		Sales Tax for May 2024	*
August		Sales Tax for June 2024	NOW INCLUDES ALL YEARS DELINQUENT TAXES
September		Sales Tax for July 2024	
October		Sales Tax for Aug. 2024	
November		Sales Tax for Sept. 2024	
December		Sales Tax for Oct. 2024	

\$ 2,426,617.19 ← Sales Tax Received in 2024

*THESE DELINQUENT TAX AMOUNTS DO NOT INCLUDE THE TAX YEAR 2023

2023 MONTHLY GENERAL INFORMATION

MONTH	GENERAL FUND	SALES TAX	DELINQUENT TAXES
January	\$ 27,266,157.04	\$ 355,008.26 Sales Tax for Nov. 2022	\$ 958,148.96 *
February	\$ 26,745,781.52	\$ 503,856.13 Sales for Tax Dec. 2022	\$ 940,526.64 *
March	\$ 25,961,795.68	\$ 328,012.80 Sales for Tax Jan. 2023	\$ 885,826.83 *
April	\$ 25,636,061.54	\$ 326,541.72 Sales Tax for Feb. 2023	\$ 845,203.66 *
May	\$ 24,219,687.27	\$ 400,645.33 Sales Tax for Mar. 2023	\$ 809,824.00 *
June	\$ 22,191,697.77	\$ 433,520.06 Sales Tax for April 2023	\$ 785,030.16 *
July	\$ 32,243,622.79	\$ 384,407.91 Sales Tax for May 2023	\$ 757,288.18 *
August	\$ 24,127,458.26	\$ 547,411.67 Sales Tax for June 2023	\$ 1,582,059.69
September	\$ 23,131,887.42	\$ 469,720.50 Sales Tax for July 2023	\$ 1,383,011.50
October	\$ 22,744,070.48	\$ 421,204.60 Sales Tax for Aug. 2023	\$ 1,199,265.16
November	\$ 22,494,628.96	\$ 516,174.90 Sales Tax for Sept. 2023	\$ 1,126,173.40
December	\$ 20,303,415.11	\$ 392,573.06 Sales Tax for Oct. 2023	\$ 1,000,477.21

NOW INCLUDES
ALL YEARS
DELINQUENT
TAXES

\$ 5,079,076.94 ← Sales Tax Received in 2023

*THESE DELINQUENT TAX AMOUNTS DO NOT INCLUDE THE TAX YEAR 2022

FINANCE

FOR 2024 06 JOURNAL DETAIL 2024 6 TO 2024 6

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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11520000 TREASURER

11520000 461900 OTH TREAS	-3,000	0	-3,000	-2,470.42	.00	-529.58	82.3%*
2024/06/000261 06/06/2024 CRP	-.50 REF 126982	BRIAN SCHNURR					
2024/06/000813 06/30/2024 GEN	-14.18 REF						
COPY OF A MAP SALES TAX FOR MAY 2024							
TOTAL UNDEFINED ROLLUP CODE	-3,000	0	-3,000	-2,470.42	.00	-529.58	82.3%

TR100 SALARIES & FRINGE BENEFITS

11520000 511000 SALARIES	217,439	-470	216,969	96,079.86	.00	120,889.14	44.3%
2024/06/000407 06/14/2024 PRJ	8,262.50 REF 240614						
2024/06/000767 06/28/2024 PRJ	8,262.51 REF 240628						
WARRANT=240614 RUN=1 BI-WEEKL							
WARRANT=240628 RUN=1 BI-WEEKL							
11520000 511200 OVERTIME	600	0	600	.00	.00	600.00	.0%
11520000 515005 RETIREMENT	14,978	-67	14,911	6,586.25	.00	8,324.75	44.2%
2024/06/000407 06/14/2024 PRJ	570.11 REF 240614						
2024/06/000767 06/28/2024 PRJ	570.11 REF 240628						
WARRANT=240614 RUN=1 BI-WEEKL							
WARRANT=240628 RUN=1 BI-WEEKL							
11520000 515010 SOC SEC	13,524	-51	13,473	5,368.07	.00	8,104.93	39.8%
2024/06/000407 06/14/2024 PRJ	458.38 REF 240614						
2024/06/000767 06/28/2024 PRJ	438.98 REF 240628						
WARRANT=240614 RUN=1 BI-WEEKL							
WARRANT=240628 RUN=1 BI-WEEKL							
11520000 515015 MEDICARE	3,164	-14	3,150	1,255.43	.00	1,894.57	39.9%
2024/06/000407 06/14/2024 PRJ	107.20 REF 240614						
2024/06/000767 06/28/2024 PRJ	102.66 REF 240628						
WARRANT=240614 RUN=1 BI-WEEKL							
WARRANT=240628 RUN=1 BI-WEEKL							
11520000 515020 HLTH INS	108,156	0	108,156	46,592.98	.00	61,563.02	43.1%
2024/06/000407 06/14/2024 PRJ	4,406.35 REF 240614						
2024/06/000767 06/28/2024 PRJ	4,406.35 REF 240628						
WARRANT=240614 RUN=1 BI-WEEKL							
WARRANT=240628 RUN=1 BI-WEEKL							

General Fund Balances

		2021		2022	
January	\$	25,647,464	\$	25,792,910	\$ 145,446
February	\$	29,967,952	\$	27,019,205	\$ (2,948,747)
March	\$	28,652,526	\$	28,110,984	\$ (541,542)
April	\$	28,113,123	\$	27,823,059	\$ (290,065)
May	\$	26,914,902	\$	27,730,766	\$ 815,864
June	\$	27,102,154	\$	27,247,179	\$ 145,025
July	\$	33,597,902	\$	34,729,258	\$ 1,131,356
August	\$	27,826,159	\$	26,003,510	\$ (1,822,649)
September	\$	26,918,527	\$	23,267,960	\$ (3,650,567)
October	\$	23,420,672	\$	23,141,098	\$ (279,574)
November	\$	24,788,823	\$	23,676,066	\$ (1,112,757)
December	\$	20,963,521	\$	21,369,234	\$ 405,713

		2022		2023	
January	\$	25,792,910	\$	26,683,614	\$ 890,704
February	\$	27,019,205	\$	26,748,782	\$ (270,423)
March	\$	28,110,984	\$	25,961,796	\$ (2,149,188)
April	\$	27,823,059	\$	25,636,062	\$ (2,186,997)
May	\$	27,730,766	\$	24,219,687	\$ (3,511,079)
June	\$	27,247,179	\$	22,191,698	\$ (5,055,482)
July	\$	34,729,258	\$	32,243,623	\$ (2,485,635)
August	\$	26,003,510	\$	24,127,458	\$ (1,876,052)
September	\$	23,267,960	\$	23,131,887	\$ (136,073)
October	\$	23,141,098	\$	22,744,070	\$ (397,028)
November	\$	23,676,066	\$	22,494,629	\$ (1,181,437)
December	\$	21,369,234	\$	20,303,415	\$ (1,065,819)

		2023		2024	
January	\$	26,683,614	\$	24,610,129	\$ (2,073,485)
February	\$	26,748,782	\$	25,932,481	\$ (816,301)
March	\$	25,961,796	\$	26,440,667	\$ 478,871
April	\$	25,636,062	\$	24,421,249	\$ (1,214,812)
May	\$	24,219,687	\$	23,785,671	\$ (434,016)
June	\$	22,191,698	\$	23,090,776	\$ 899,079
July	\$	32,243,623	\$	-	
August	\$	24,127,458	\$	-	
September	\$	23,131,887	\$	-	
October	\$	22,744,070	\$	-	
November	\$	22,494,629	\$	-	
December	\$	20,303,415	\$	-	

These numbers include the Outstanding checks, deposits, and check account balance at month-end.

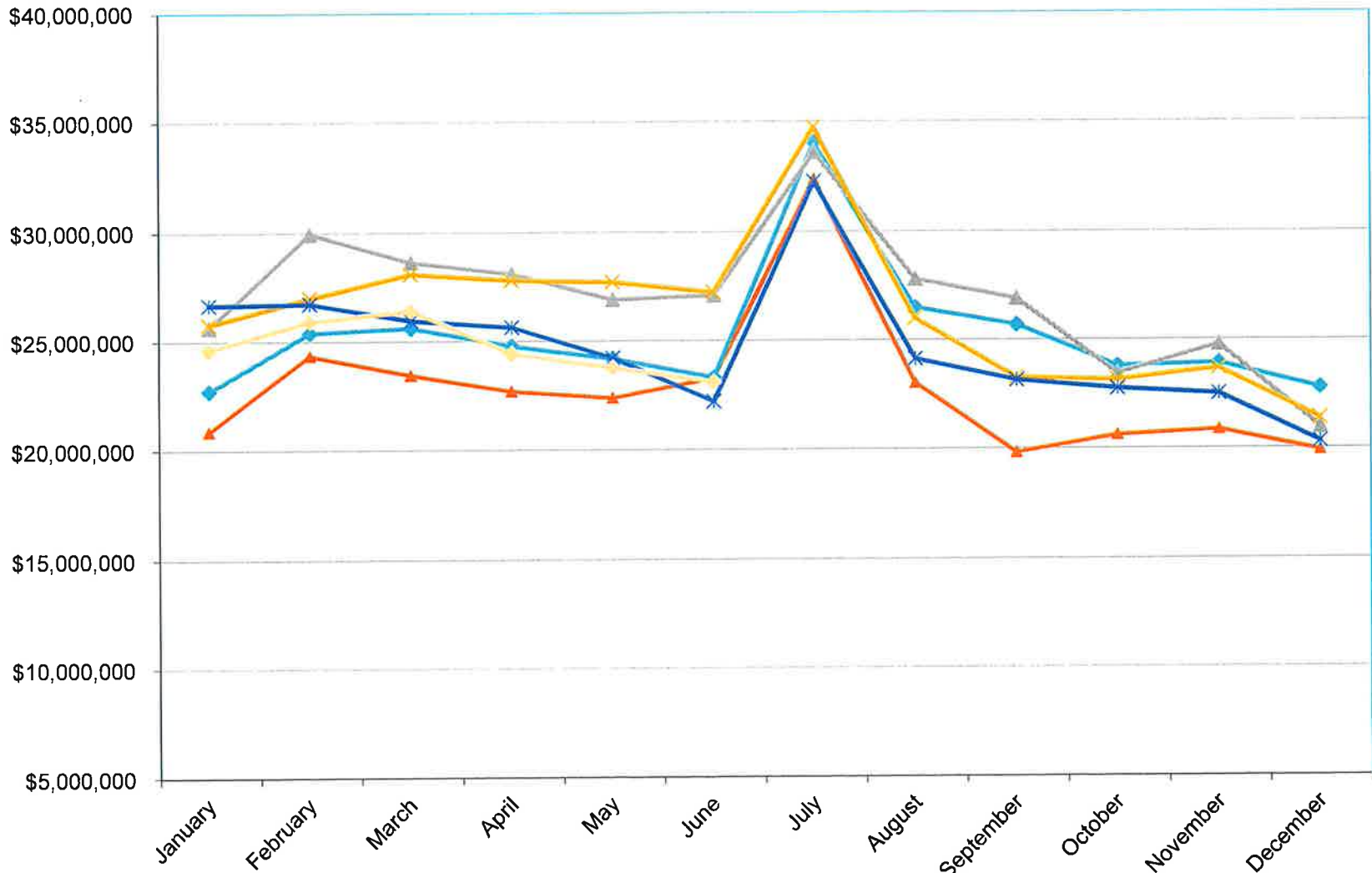
7/11/2024

Diane Erickson Monroe County Finance Director

\\MCIS-PROFSV-DC\Data\Financial\Data\Finance Report\2024\2024 General Fund Reserved-Committed-20%

Balance includes outstanding deposits, outstanding checks, checking acct balance, and General MM

County Total General Fund Cash Balance



2019 2020 2021 2022 2023 2024

7/11/2024

Diane Erickson

Monroe County Finance Director

\\MCIS-PROFSV-DC\Data\Financial\Data\Finance Report\2024\2024 General Fund Reserved-Committed-20%

Restricted, Committed and Assigned Funds

Restricted Funds

MM Haney Res 10000000 342100 E2050-\$1,000	\$	969.01	
Redaction Fees 11715000 461390/521350	\$	14,211.55	
K-9 Donations 12116000 485000/579200	\$	10.50	
Dog Control 14195000 485000/579200	\$	66,515.24	
Justice Dept Donations 1295000 485000/579200	\$	321.21	
Veterans Service 14700000 485000/579200	\$	1,844.50	
Veterans-Suicide Prevnt 14700000 485005/579205	\$	5,555.00	
Park Donations 15200000 485000/579200	\$	854.80	
Human Services Donations 24900500 485000/579200	\$	596.83	
Crep Program 16140000	\$	19,974.81	
Broadband Restricted Funds 16702100 485010/579100	\$	14,187.10	
Econ Dev & Tourism Funds for Project Grant 16700000 57911	\$	10,455.65	(ITBEC)
Forestry Land Acq. 16919000 580100	\$	36,057.35	
Forestry-Habelman Reforest 16919000 521700	\$	1,471.13	
Wildlife Habitat 16913000 435800/534050	\$	1,053.89	
Land Cons. CCTF Donations 16942200 485000/579200	\$	384.94	
Land Cons. Awards Banquet Don. 16940000 485000/579200	\$	3,309.06	
Non-lapsing Cons. Programs Account 16942000 435800/534005	\$	88,694.55	
Non-lapsing MDV(Multi-Discharge Variance) 16942100	\$	31,047.10	
Non-lapsing Land Dev.&MGMT Account 16948000 435800/534005	\$	323,565.57	

Committed Funds

Agronomist Position 16940000 579100 LC860	\$	25,573.09	
Nonlapsing Econ Dev Conference 16702000 533010	\$	8,122.08	Resolution 06-24-01
Nonlapsing Capital Parks 17620620 582500	\$	11,968.38	
Nonlapsing Forest Maint & Dev 16918000 582950	\$	49,861.56	Resolution 02-24-01

Extension

Health & Well Being Exp. 15620613 579100	\$	10,521.12
Youth Development Agent 15620615 579100	\$	7,833.84

Assigned Funds

Human Services Reserve Fund 24900000 343000	\$	400,000.00
Contingency Fund Balance 10010000 539200	\$	-
Retirement/Fringe Pool 11435000 515200	\$	100,416.49
Nonlapsing Capital Pool 17100169	\$	884,307.87
Nonlapsing Capital Vehicle Pool 17100169 581100	\$	399,032.76

General Fund Total **\$ 2,518,716.98**

Proprietary & Internal Service Funds

Debt Service Fund - Resolution 06-13-02	\$	1,145,487.49	
Capital Project(s) 47100000 582950	\$	730,483.53	
Nonlapsing Technology Pool 71490000 599000	\$	573,230.04	
Hwy-Capital Equipment 73310281 581000	\$	2,000,510.21	Resolution 05-24-05
Hwy-Capital Bldgs & Imprvmts 73310283 580500	\$	59,143.94	
Hwy-Capital Hwy Improvemts 73330319 534005	\$	5,178,423.80	
Proprietary, Debt & Internal Service Funds	\$	9,687,279.01	

SW-Yearly maintenance for filtration system-Williams	2,000.00
SW-Professional Services (3.28.24)	50,000.00
Self Funded Health Ins Transfer	119,914.00
Expenses from 2024 Contingency Fund:	\$ 171,914.00

7/11/2024

Diane Erickson Monroe County Finance Director

MONROE COUNTY MINIMUM FUND BALANCE POLICY

June 2024

Fund Balance in Excess of General and Special Revenue Fund Cash Reserves

General and Special Fund Balance MM/ICS -	\$	15,494,018.39
General Fund CD's	\$	7,596,758.06
Total General Fund	\$	23,090,776.45

General and Special Revenue Fund Cash Balance 6/30/24 **\$ 9,688,982.40**

General Fund Restricted Total	\$	621,079.79
General Fund Committed Total	\$	113,880.07
General Fund Assigned Total	\$	1,783,757.12
General Fund Restricted, Committed and Assigned FundsTotal:	\$	2,518,716.98

General Fund cash balance less Restricted, Committed and Assigned Funds: **\$ 7,170,265.42**

Proprietary, Debt & Internal Service Funds Cash:	\$	13,401,794.05
Proprietary, Debt & Internal Service Funds Committed:	\$	9,687,279.01
Proprietary, Debt & Internal Service Funds Cash Less Committed:	\$	3,714,515.04

Actual 2024 total General & Special revenue budgeted operating expenses	\$	44,703,322.00
Minimum Fund Balance %	(X) 20%	
Minimum Fund Balance Amount	\$	8,940,664.40

General Fund Cash Balance Over/(Under) Minimum Fund Balance Amount **\$ (1,770,398.98)**

7/11/2024

Diane Erickson Monroe County Finance Director

FINANCIAL DATA THROUGH JUNE 30, 2024

Account Type	Revenue			2024		
	2023 Total Annual Budget	2023 Month Actual	2023 Actual to Annual Budget %	2024 Total Annual Budget	2024 Month Actual	2024 Actual to Annual Budget %
100 - GENERAL FUND						
0000 - UNDEFINED	9,425	0	0.00%	0	0	100.00%
1000 - GENERAL GOVERNMENT	25,226,864	10,297,597	40.82%	22,825,636	9,559,213	41.88%
1110 - COUNTY BOARD	0	0		0	0	0.00%
1121 - CIRCUIT COURT	248,225	89,550	36.08%	248,915	92,426	37.13%
1122 - CLERK OF COURT	569,210	265,980	46.73%	574,335	265,474	46.22%
1124 - FAMILY COURT COMMISSIONER	5,020	2,180	43.43%	5,000	1,580	31.60%
1127 - MEDICAL EXAMINER	44,905	26,290	58.54%	49,237	22,145	44.98%
1131 - DISTRICT ATTORNEY	79,171	9,968	12.59%	70,606	15,629	22.13%
1132 - CORPORATION COUNSEL	0	0	100.00%	0	0	100.00%
1141 - ADMINISTRATOR	0	0	100.00%	0	0	100.00%
1142 - COUNTY CLERK	26,020	17,063	65.58%	30,675	17,961	58.55%
1143 - PERSONNEL	0	0	100.00%	0	0	100.00%
1151 - FINANCE DEPARTMENT	796,643	341,270	42.84%	817,679	381,895	46.70%
1152 - TREASURER	12,000	3,558	29.65%	5,500	2,470	44.92%
1160 - MAINTENANCE	1	1	100.00%	1,801	1	0.06%
1171 - REGISTER OF DEEDS	384,647	151,518	39.39%	387,326	155,905	40.25%
1172 - SURVEYOR	1,890	570	30.16%	1,500	870	58.00%
1175 - LAND RECORDS	178,127	126,204	70.85%	367,027	78,155	21.29%
1210 - SHERIFF DEPARTMENT	165,209	154,094	93.27%	104,353	90,404	86.63%
1270 - JAIL	99,305	77,257	77.80%	127,880	77,997	60.99%
1290 - EMERGENCY MANAGEMENT	82,938	875	-1.06%	82,938	1	0.00%
1293 - DISPATCH CENTER	41,640	0	100.00%	24,165	17,475	100.00%
1295 - JUSTICE DEPARTMENT	457,273	121,722	26.62%	456,738	100,256	21.95%
1368 - SANITATION	139,500	49,085	35.19%	169,000	49,445	29.26%
1419 - DOG CONTROL	185,048	129,720	70.10%	162,019	123,947	76.50%
1470 - VETERANS SERVICE	34,833	30,278	86.92%	13,750	16,913	123.00%
1512 - LOCAL HISTORY ROOM	90,970	14,205	15.61%	126,045	20,061	15.92%
1520 - PARKS	231,305	110,261	47.67%	232,900	96,566	41.46%
1530 - SNOWMOBILE	481,300	80,927	16.81%	276,865	51,514	18.61%
1560 - UW-EXTENSION	12,564	2,668	21.23%	4,398	5,103	116.03%
1614 - CONSERV RESERVE ENHANCE PROGR	0	0	100.00%	0	0	100.00%
1670 - ECON DEV COMMERCE & TOURISM	18,337	0	100.00%	8,185	1,316	100.00%
1691 - FORESTRY	175,535	94,056	53.58%	178,100	182,021	102.20%
1694 - LAND CONSERVATION	552,978	38,660	6.99%	627,793	241,490	38.47%
1698 - ZONING	39,824	25,630	64.36%	45,246	23,686	52.35%
1700 - CAPITAL OUTLAY	169,800	0	0.00%	88,050	52,500	59.63%
100 - GENERAL FUND Total	30,560,508	12,259,434	40.12%	28,113,662	11,709,469	41.65%
213 - CHILD SUPPORT	684,166	160,408	23.45%	714,323	171,505	24.01%
241 - HEALTH DEPARTMENT	1,510,765	658,234	43.57%	1,447,435	712,115	49.20%
249 - HUMAN SERVICES	20,032,913	7,527,973	37.58%	17,968,664	7,701,705	42.86%
310 - DEBT SERVICE	4,007,994	3,827,091	95.49%	3,618,653	2,322,999	64.20%
410 - CAPITAL PROJECTS	1,534,623	0	100.00%	1,818,624	0	100.00%
633 - SOLID WASTE	3,653,328	805,530	22.05%	4,378,468	1,174,155	26.82%
642 - ROLLING HILLS	10,000,467	4,494,205	44.94%	11,726,371	4,893,180	41.73%
714 - INFORMATION SYSTEMS	1,418,723	1,404,430	98.99%	1,536,986	1,527,192	99.36%
715 - INFORMATION TECHNOLOGY POOL	697,726	81,658	11.70%	637,299	93,510	14.67%
717 - SELF FUNDED EMPLOYEE INSURANCE	7,748,669	3,610,226	46.59%	8,171,545	5,155,241	63.09%
719 - WORKERS COMPENSATION	345,320	140,207	40.60%	347,620	152,946	44.00%
732 - HIGHWAY	20,857,740	7,679,262	36.82%	20,249,382	7,741,904	38.23%
820 - JAIL ASSESSMENT	131,689	37,405	28.40%	100,000	40,528	40.53%
830 - LOCAL HISTORY ROOM	90,970	183,221	201.41%	126,045	230,988	183.26%
856 - M.M. HANEY TRUST	0	1	100.00%	0	52	100.00%
Grand Total	103,275,602	42,869,284	41.51%	100,955,078	43,627,490	43.21%

FINANCIAL DATA THROUGH JUNE 30, 2024

Account Type	Expense					
	2023 Total Annual Budget	2023 Month Actual	2023 Actual to Annual Budget %	2024 Total Annual Budget	2024 Month Actual	2024 Actual to Annual Budget %
100 - GENERAL FUND						
0000 - UNDEFINED	2,078,395	1,534,623	73.84%	2,161,987	602,342	100.00%
1000 - GENERAL GOVERNMENT	2,027,308	0	0.00%	1,083,975	0	0.00%
1110 - COUNTY BOARD	123,555	59,127	47.86%	128,429	64,048	49.87%
1121 - CIRCUIT COURT	677,470	274,842	40.57%	690,668	309,448	44.80%
1122 - CLERK OF COURT	881,629	366,776	41.60%	926,174	380,637	41.10%
1124 - FAMILY COURT COMMISSIONER	40,800	17,000	41.67%	40,800	17,000	41.67%
1127 - MEDICAL EXAMINER	278,749	115,640	41.49%	282,786	110,688	39.14%
1131 - DISTRICT ATTORNEY	758,760	336,466	44.34%	771,404	350,531	45.44%
1132 - CORPORATION COUNSEL	339,538	141,228	41.59%	317,703	151,585	47.71%
1141 - ADMINISTRATOR	243,325	113,882	46.80%	255,469	117,649	46.05%
1142 - COUNTY CLERK	304,488	174,035	57.16%	392,806	145,389	37.01%
1143 - PERSONNEL	406,367	146,294	36.00%	424,312	147,657	34.80%
1151 - FINANCE DEPARTMENT	1,284,721	573,586	44.65%	1,334,733	614,394	46.03%
1152 - TREASURER	377,641	171,477	45.41%	421,502	178,538	42.36%
1160 - MAINTENANCE	1,221,680	531,254	43.49%	1,113,991	500,906	44.97%
1171 - REGISTER OF DEEDS	317,601	116,748	36.76%	359,103	129,800	36.15%
1172 - SURVEYOR	17,781	17,945	64.59%	27,781	21,778	78.39%
1175 - LAND RECORDS	182,851	76,573	41.88%	371,055	217,672	58.66%
1190 - CNTY INS./MRRPC/SMRT/FARM ED	566,630	653,329	115.30%	593,795	707,475	119.14%
1210 - SHERIFF DEPARTMENT	3,580,121	1,685,716	47.09%	3,739,452	1,730,009	46.26%
1270 - JAIL	3,260,921	1,436,492	44.05%	3,392,620	1,542,317	45.46%
1290 - EMERGENCY MANAGEMENT	180,620	70,869	39.24%	202,235	95,601	47.27%
1293 - DISPATCH CENTER	1,376,692	645,111	46.86%	1,487,680	666,943	44.83%
1295 - JUSTICE DEPARTMENT	1,213,022	530,747	43.75%	1,258,192	535,445	42.56%
1368 - SANITATION	263,120	82,242	31.26%	296,335	98,217	33.14%
1419 - DOG CONTROL	313,543	97,280	31.03%	298,934	108,950	36.45%
1470 - VETERANS SERVICE	238,653	100,092	41.94%	225,992	103,298	45.71%
1511 - LIBRARY	459,426	459,426	100.00%	485,712	485,712	100.00%
1512 - LOCAL HISTORY ROOM	252,708	93,648	37.06%	310,105	105,917	34.16%
1520 - PARKS	223,389	76,634	34.31%	233,204	83,379	35.75%
1530 - SNOWMOBILE	481,300	40,000	8.31%	276,865	9,205	3.32%
1560 - UW-EXTENSION	178,008	32,328	18.16%	177,700	38,185	21.49%
1614 - CONSERV RESERVE ENHANCE PROGR	21,420	1,446	6.75%	19,975	0	100.00%
1670 - ECON DEV COMMERCE & TOURISM	1,768,020	1,697,975	96.04%	81,482	19,645	24.11%
1691 - FORESTRY	186,857	82,280	44.03%	258,157	38,704	14.99%
1694 - LAND CONSERVATION	1,251,112	262,248	20.96%	1,348,181	309,418	22.95%
1698 - ZONING	166,600	66,650	40.01%	179,225	80,055	44.67%
1700 - CAPITAL OUTLAY	3,005,685	980,878	32.63%	2,143,144	429,999	20.06%
100 - GENERAL FUND Total	30,560,508	13,862,887	45.36%	28,113,662	11,248,537	40.01%
213 - CHILD SUPPORT	684,166	322,839	47.19%	714,323	327,166	45.80%
241 - HEALTH DEPARTMENT	1,510,765	563,468	37.30%	1,447,435	581,184	40.15%
249 - HUMAN SERVICES	20,032,913	7,405,541	36.97%	17,968,664	8,639,599	48.08%
310 - DEBT SERVICE	4,007,994	2,344,604	58.50%	3,618,653	2,367,341	65.42%
410 - CAPITAL PROJECTS	1,534,623	0	100.00%	1,818,624	898,140	100.00%
633 - SOLID WASTE	3,653,328	1,020,326	27.93%	4,378,468	1,008,586	23.04%
642 - ROLLING HILLS	10,000,467	4,613,521	46.13%	11,726,371	5,064,097	43.19%
714 - INFORMATION SYSTEMS	1,428,148	689,550	48.28%	1,536,986	811,376	52.79%
715 - INFORMATION TECHNOLOGY POOL	688,301	39,463	5.73%	637,299	63,069	9.90%
717 - SELF FUNDED EMPLOYEE INSURANCE	7,748,669	2,473,492	31.92%	8,171,545	3,502,637	42.86%
719 - WORKERS COMPENSATION	345,320	184,600	53.46%	347,620	172,030	49.49%
732 - HIGHWAY	20,857,740	4,359,060	20.90%	20,249,382	4,475,390	22.10%
820 - JAIL ASSESSMENT	131,689	51,868	39.39%	100,000	71,998	72.00%
830 - LOCAL HISTORY ROOM	90,970	14,205	15.61%	126,045	20,061	15.92%
Grand Total	103,275,602	37,945,424	36.74%	100,955,078	39,251,212	38.88%

FINANCIAL DATA THROUGH JUNE 30, 2024

Account Type	Salary & Fringe Expense					
	2023 Total Annual Budget	2023 Month Actual	2023 Actual to Annual Budget %	2024 Total Annual Budget	2024 Month Actual	2024 Actual to Annual Budget %
100 - GENERAL FUND						
1110 - COUNTY BOARD	78,067	32,009	41.00%	80,777	31,102	38.50%
1121 - CIRCUIT COURT	396,509	188,960	47.66%	417,496	197,249	47.25%
1122 - CLERK OF COURT	627,543	288,522	45.98%	677,952	287,753	42.44%
1127 - MEDICAL EXAMINER	179,594	82,972	46.20%	187,835	86,256	45.92%
1131 - DISTRICT ATTORNEY	728,604	325,479	44.67%	740,611	341,290	46.08%
1132 - CORPORATION COUNSEL	328,440	136,893	41.68%	308,137	148,442	48.17%
1141 - ADMINISTRATOR	233,305	110,869	47.52%	245,403	114,166	46.52%
1142 - COUNTY CLERK	220,705	106,065	48.06%	234,242	102,012	43.55%
1143 - PERSONNEL	242,721	115,070	47.41%	258,971	119,115	46.00%
1151 - FINANCE DEPARTMENT	1,214,820	543,310	44.72%	1,264,445	563,155	44.54%
1152 - TREASURER	312,284	149,323	47.82%	361,038	157,534	43.63%
1160 - MAINTENANCE	403,057	190,046	47.15%	403,568	209,843	52.00%
1171 - REGISTER OF DEEDS	241,543	100,340	41.54%	225,892	108,186	47.89%
1175 - LAND RECORDS	83,665	39,832	47.61%	87,152	41,181	47.25%
1210 - SHERIFF DEPARTMENT	3,133,785	1,502,850	47.96%	3,265,069	1,531,857	46.92%
1270 - JAIL	2,394,140	1,074,354	44.87%	2,486,768	1,168,716	47.00%
1290 - EMERGENCY MANAGEMENT	147,895	66,658	45.07%	162,315	76,619	47.20%
1293 - DISPATCH CENTER	1,147,372	501,853	43.74%	1,251,363	524,454	41.91%
1295 - JUSTICE DEPARTMENT	808,595	378,671	46.83%	863,536	398,341	46.13%
1368 - SANITATION	197,071	76,579	38.86%	209,071	89,663	42.89%
1419 - DOG CONTROL	178,775	81,222	45.43%	187,030	85,720	45.83%
1470 - VETERANS SERVICE	192,200	91,347	47.53%	199,545	94,256	47.24%
1512 - LOCAL HISTORY ROOM	162,035	76,416	47.16%	224,539	90,781	40.43%
1520 - PARKS	162,482	66,123	40.70%	165,552	62,248	37.60%
1560 - UW-EXTENSION	118,921	27,984	23.53%	123,189	27,318	22.18%
1691 - FORESTRY	65,936	32,473	49.25%	88,146	25,860	29.34%
1694 - LAND CONSERVATION	477,516	196,923	41.24%	514,528	242,425	47.12%
1698 - ZONING	144,886	61,229	42.26%	153,516	68,421	44.57%
100 - GENERAL FUND Total	14,622,466	6,644,372	45.44%	15,387,686	6,993,962	45.45%
213 - CHILD SUPPORT	624,209	294,887	47.24%	661,491	302,910	45.79%
241 - HEALTH DEPARTMENT	1,304,139	525,174	40.27%	1,267,174	524,273	41.37%
249 - HUMAN SERVICES	6,726,647	3,112,016	46.26%	7,659,869	3,568,724	46.59%
633 - SOLID WASTE	166,273	80,301	48.29%	173,300	83,076	47.94%
642 - ROLLING HILLS	6,588,341	2,792,955	42.39%	7,898,037	3,312,518	41.94%
714 - INFORMATION SYSTEMS	384,684	184,102	47.86%	405,232	193,511	47.75%
732 - HIGHWAY	4,076,762	1,971,478	48.36%	4,202,626	1,983,816	47.20%
Grand Total	34,493,521	15,605,284	45.24%	37,655,415	16,962,791	45.05%

This is 6 out of 12 months Insurance and 13/26 Payrolls

RESOLUTIONS AND ORDINANCES – JULY 23, 2024

06-24-08

**RESOLUTION AUTHORIZING SIX SERVICE COORDINATOR POSITIONS
(CLTS/CCS) IN THE MONROE COUNTY HUMAN SERVICES DEPARTMENT**

Offered by the Administration & Personnel Committee

07-24-01

RESOLUTION SUPPORTING OPERATION GREEN LIGHT FOR VETERANS

Offered by the Administration & Personnel Committee

07-24-02

**RESOLUTION APPROVING AND ESTABLISHING MONROE COUNTY ORDINANCE
ARTICLE IV, PUBLIC HEALTH STANDARDS FOR LODGING, RECREATION AND
FOOD ESTABLISHMENTS**

Offered by the Health & Human Services Committee

07-24-03

**RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO.
042-00311-0001**

Offered by the Property & Maintenance Committee

07-24-04

**RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO.
141-00265-1800**

Offered by the Property & Maintenance Committee

07-24-05

**RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO.
185-01455-0252**

Offered by the Property & Maintenance Committee

07-24-06

**RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO.
185-01455-0253**

Offered by the Property & Maintenance Committee

07-24-07

**RESOLUTION AUTHORIZING THE COMPLETION OF SPACE PLANNING FOR A
CONSOLIDATED GOVERNMENT BUILDING**

Offered by the Property & Maintenance Committee

07-24-08

**RESOLUTION TO INCREASE THE NON-RESIDENT REIMBURSEMENT RATES FOR
MONROE COUNTY LIBRARIES**

Offered by the Finance Committee

07-24-09

**RESOLUTION AUTHORIZING MONROE COUNTY PAYMENT TO TOWN OF
GREENFIELD FOR COVIA TAX APPEAL**

Offered by the Finance Committee

07-24-10

**RESOLUTION AUTHORIZING MONROE COUNTY TO ENTER INTO THE
SETTLEMENT AGREEMENT WITH THE KROGER CO. AND AGREE TO THE TERMS
OF ADDENDUM TWO TO THE MOU ALLOCATING SETTLEMENT PROCEEDS**

Offered by the Finance Committee

**RESOLUTION AUTHORIZING SIX SERVICE COORDINATOR POSITIONS (CLTS/CCS)
IN THE MONROE COUNTY HUMAN SERVICES DEPARTMENT**

1 **WHEREAS**, Comprehensive Community Services (CCS) provides services to support adults and children with a
2 serious mental health issue; and
3

4 **WHEREAS**, the Children’s Long Term Support (CLTS) program provides services to support children with a
5 physical, developmental, or emotional disability; and
6

7 **WHEREAS**, these programs allow individuals to remain in the community living as independently as they are
8 able; and
9

10 **WHEREAS**, without the level of support provided by CLTS and CCS, some of these individuals would need to be
11 in institutional settings; and
12

13 **WHEREAS**, much of the cost of institutional care requires county levy funding, so utilizing these programs to help
14 individuals remain in the community helps to reduce the risk of higher cost institutional placements; and
15

16 **WHEREAS**, there are 229 individuals on the CCS wait list and 104 on the CLTS waitlist which includes 78
17 children who are on both waitlists; and
18

19 **WHEREAS**, a new model is being utilized to better serve youth who are eligible for both the CCS and CLTS
20 programs by assigning one service coordinator who is trained in both programs to work with these children in
21 order to increase the number of youth to be served with existing staff; and
22

23 **WHEREAS**, current staffing with this new model is still only sufficient to enroll 114 of those waiting for services
24 leaving 142 individuals unserved; and
25

26 **WHEREAS**, these positions are fully funded by Medicaid billing and waiver revenues as well as reimbursement
27 through the WIMCR reconciliation with no county levy required; and
28

29 **WHEREAS**, the Human Service Board recommends adding six Service Coordinator positions in order to meet the
30 service needs of adults and children in Monroe County.
31

32 **NOW, THEREFORE BE IT RESOLVED** by the Monroe County Board of Supervisors that they do hereby authorize
33 establishing three Service Coordinator positions in the Department of Human Services effective July 29, 2024 and
34 three positions effective January 6, 2025. If the funding ceases, the positions will cease.
35

36 **BE IT FURTHER RESOLVED**, that the Monroe County Board of Supervisors approves the following budget
37 adjustments:
38

39	Increase Revenue Account Budget	24900500 435603	\$ 113,082.00
40	Increase Expenditure Account Budget	24950580 511000	\$ 56,541.00
41	Increase Expenditure Account Budget	24910510 511000	\$ 56,541.00

Dated this 26th day of June, 2024.

Offered by the Administration & Personnel Committee

Fiscal note: The total cost of three positions will be \$113,082 in 2024 and \$556,338 annually thereafter for the six positions. The 2024 position cost will be covered by Medicaid billing and Waiver revenues. After 2024, the positions will be fully funded by Medicaid billable and Waiver revenues as well as reimbursement through the Wisconsin Medicaid Cost Reporting (WIMCR) program with no county levy. A two thirds majority vote of the entire membership of the Monroe County Board of Supervisors is required for approval. If the funding ceases, the positions will cease.

Purpose: To approve needed CLTS/CCS Service Coordinator positions for 2024 and 2025 in order to meet service needs.

Drafted by: Tracy Thorsen, Human Services Director

Finance Vote (If required):
3 Yes 2 No 0 Absent

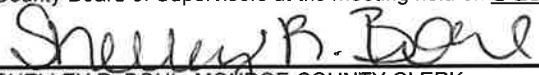
Committee of Jurisdiction Forwarded on: June 11, 2024
3 Yes 1 No 1 Absent

Approved as to form on 6/17/2024.

 Lisa Aldinger Hamblin Corporation Counsel

Committee Chair: 
 James B. Kuhn


ADOPTED FAILED AMENDED
 OTHER Tabled to next months meeting
 County Board Vote on: June 26 2024
10 Yes 4 No 2 Absent

STATE OF WISCONSIN
 COUNTY OF MONROE
 I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # 06-24-08 acted on by the Monroe County Board of Supervisors at the meeting held on June 26, 2024

 SHELLEY R. BOHL, MONROE COUNTY CLERK
 A raised seal certifies an official document.

New Position Analysis



- New position
- Increased hours to current position
- Additional existing position

Date: 05/17/2024	Department: Human Services
Department Head Name: Tracy Thorsen	

Explain the necessity of this position (be specific as to the reasons why this position is needed and explain reasons why present staff cannot accomplish tasks):

The Service Coordinator position serves participants in the Comprehensive Community Services (CCS) & Children's Long Term Support (CLTS) programs. There is a significant need in Monroe County for these services. Wait lists continue to increase beyond the programs' capacities. There are 229 individuals on the CCS wait list and 104 on the CLTS wait list. Seventy-eight children are on both wait lists. To improve efficiency, single Service Coordinators are now managing caseloads for dual CCS & CLTS clients instead of assigning one Coordinator from each program. Current staffing will allow us to enroll 114 of those waiting for services, but staffing is not sufficient to serve the remaining 142 individuals. Six additional Service Coordinator positions are necessary to meet the service needs of these two programs. Both programs are fully funded by Medicaid billing and waiver revenues as well as reimbursement through WIMCR reconciliation. Without this level of support, it is possible that some of these individuals would need to be in institutional settings. Much of the cost of institutional care requires county levy funding so utilizing these programs to help individuals remain in the community helps to reduce the risk of higher cost institutional placements.

Suggested Title: Service Coordinator			
Personnel Director's Recommended Classification:		Grade: N	FLSA Class: Exempt
Full-time:	<input checked="" type="checkbox"/>	Part-time: /hours	Projected Start Date: 3 positions 7/29/2024; 3 positions 1/6/2025

Current or newly created Job Description in current County format must be attached.
A completed and approved Resolution must also accompany this Position Analysis.

Funding - Annual Costs to include family insurance coverage:

Hourly Rate	Annual Salary	Retirement	Social Security	Medicare	Work Comp	Health Ins.	Dental Ins.	Life Ins.
25.94	55,246	3,812	3,426	802	567	27,955	897	18

1. Where will the funds for this position come from?
 These positions are fully funded through billable Medicaid and MA Waiver revenue as well as reimbursement through WIMCR reconciliation.
 No County Levy will be required.

2. What equipment will need to be purchased for this position (desk, etc.)?
 Laptop set-up (\$1,500) will be a one-time purchase and cell phone (\$45/mo) for each position
 - a. Is office space presently available? YES Where? Human Services/Telework
 - b. Estimated cost of needed equipment? Laptop/computer set up \$1,500 x 6 = \$9,000 one time purchase and cell phone \$45/mo x 6 = \$3,240 yearly
 - c. Is the cost of needed equipment in the department budget? Laptops will be purchased using CST Grant Funds, ongoing cell phone costs will be incorporated into 2025 Budget

3. What is the grand total cost of all items this fiscal year? [\$22,205 (salary) + \$15,489 (fringe/wkrcomp) + \$1,725 (laptop & phone)] x 3 positions = \$118,257

4. What is the annual cost of salary and fringes, thereafter? [\$55,246 (salary) + \$37,477 (fringe/wkrcomp) = \$92,723] x 6 positions = \$556,338

Supervisory Responsibility (if applicable):

1. In brief detail, explain the supervisory authority this position will have:

Not Applicable

2. Number of employees Directly supervised: _____ Indirectly: _____

List the position titles that will report to this position:

3. What position title will this position report to? _____

County Administrator – Action:

Date: 5/21/2024	Position Approved: <input checked="" type="checkbox"/>	Position Denied: <input type="checkbox"/>
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Committee of Jurisdiction: _____ – Action:

Date:	Position Approved: <input type="checkbox"/>	Position Denied: <input type="checkbox"/>	by a vote of:
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Administration & Personnel Committee – Action:

Date:	Position Approved: <input type="checkbox"/>	Position Denied: <input type="checkbox"/>	by a vote of:
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Finance Committee – Action on Fiscal Note:

Date:	Funds Approved: <input type="checkbox"/>	Funds Denied: <input type="checkbox"/>	by a vote of:
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County Board – Action:

Date:	Position Approved: <input type="checkbox"/>	Position Denied: <input type="checkbox"/>	
By a vote of:	aye	nay	absent/abstention

Service Coordination Position Justification Summary

Comprehensive Community Services (CCS) & Children’s Long Term Support (CLTS) provide services to support individuals with a serious mental health issue or a physical or developmental disability in order to allow them to remain in the community and live as independently as they are able. Both programs are fully funded by Medicaid billing and waiver revenues as well as reimbursement through the WIMCR reconciliation. Without this level of support, some of these individuals would need to be in institutional settings. Much of the cost of institutional care requires county levy funding, so utilizing these programs to help individuals remain in the community helps to reduce the risk of higher cost institutional placements.

There continues to be significant need in Monroe County for these services. Wait lists continue to increase beyond the programs’ capacities. There are 229 individuals on the CCS wait list and 104 on the CLTS waitlist. Seventy-eight children are on both. The State has announced that they will be issuing corrective action plans for counties who do not meet state enrollment timelines. Monroe County will not be in compliance if we do not take action to address the service needs of these children.

In 2024 Human Services implemented a new model to better serve youth who are eligible for both the CCS and CLTS programs by assigning one service coordinator who is trained in both programs to work with these children. Previously there were two service coordinators (one from each program) working with these dually eligible children. This is a much more efficient service model and less complicated for families to have a single service coordinator who manages services for both programs. This model will help increase the number of youth we are able to serve with our existing staff, but it is still not sufficient.

The charts below show the current program caseloads and their maximum capacities as well as the status of the wait lists for CLTS and CCS services as of May 2024.

CURRENT CASELOADS	Current Caseload	Max Caseload Capacity	Capacity to Add New Cases
CCS ONLY SERVICES (4 FTEs ea. with max caseload of 23)	55	92	37
CCS/CLTS DUAL SERVICES (11 FTEs ea. with max caseload of 15)	115	165	50
CLTS ONLY SERVICES (7 FTEs ea. with max caseload of 30)	183	210	27
TOTAL	353	467	114

WAIT LIST FOR SERVICES	Current Wait List	Current Capacity for New Cases	Additional Capacity Needed
CCS REFERRALS TO BE SCREENED	132	18	114
SCREENED AS ELIGIBLE FOR CCS ONLY SERVICES	19	19	x
SCREENED AS ELIGIBLE FOR CCS/CLTS DUAL SERVICES	78	50	28
SCREENED AS ELIGIBLE FOR CLTS ONLY SERVICES	26	27	x
TOTAL	255	114	142

Positions Needed*	6
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**based on average caseload of : 23*

Unfortunately, even with this new service model, our current staffing will only allow us to enroll 114 of those waiting for services. Current staffing is not sufficient to serve the remaining 142 individuals. Six (6) additional Service Coordinator positions are necessary to meet the service needs of Monroe County residents who require these supports.



JOB DESCRIPTION

Title:	Service Coordinator (pre-credentialed / credentialed)	Date:	
Department:	Human Services	Pay Grade:	Pre-credentialed: M Credentialed: N
Reports To:	Human Services Manager	FLSA Status:	Exempt

POSITION SUMMARY

This position is responsible for providing the following types of services: needs assessments, crisis intervention, case planning, advocacy, and development of community resources; providing services to both children and adults with varying abilities and functioning levels. The position of Service Coordinator will be assigned a designated Unit within the Human Services Department.

ESSENTIAL FUNCTIONS

The following duties are typical for this position. However, these are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may be required and assigned.

1. Works to achieve involvement and participation of the service recipient, their family, and natural support system in resolving problems.
2. Works with service recipients to assess and develop goal-oriented, time-limited service plans to address identified needs.
3. Works to protect children, elderly, and at-risk adults; strives to maintain existing family units and individual autonomy in the community; or helps prevent out-of-home placement.
4. Assesses and evaluates prospective service recipient's immediate situation, determines appropriate response, and assures that response is made. Assesses and intervenes as necessary in crisis situations. Refers to and involves other community resources as needed.
5. Works to achieve active involvement and meaningful participation from schools, Courts, health care providers, law enforcement, and other appropriate community resources in resolving problems.
6. Advises service recipients when services are either not available or inappropriate.
7. Explains the consequences of non-compliance with Court orders to service recipients who are involuntarily referred, monitors utilization of services, and informs the Court of consumer's adherence to Court orders.
8. Coordinates access to services, monitors cases to ensure services are provided in an appropriate and timely manner, reviews progress, and terminates services when goals are attained.
9. Teaches service recipients about available community resources and how to independently gain access to needed services.
10. Advocates and works to coordinate services and support service recipients in achieving treatment objectives without duplication of effort and with maximum effective use of staff time and available resources.
11. Maintains a timely and complete record for all assigned cases; completes required written assessments, reports, and other related paperwork/documentation as necessary.

12. Develops and maintains professional knowledge and skills to enhance the programs and services provided. Attends and participates in staff development programs, including in-service training, staff meetings, and professional training/conferences.
13. Consults with supervisors, interdisciplinary teams, and legal counsel on appropriate case-specific matters, as necessary.
14. May facilitate treatment and/or other related, indicated services with groups of service recipients.
15. May be designated to speak to the community and other organizations to provide public education.
16. Other duties as assigned.

MINIMUM REQUIRED QUALIFICATIONS

Pre-Credential: Social Worker In Training

- Bachelor's degree in Social Work or related Human Services degree from accredited university.
- Completion of Social Work Training Certification outlined by Wisconsin DSPS within two (2) years from of hire.
- Must successfully pass caregiver and criminal background check.

Credentialed: Social Worker

- Bachelor's degree in Social Work or approved equivalent Bachelor's degree in a related Human Services program from an accredited university.
- Credentialed as a Certified Social Worker (CSW) in the State of Wisconsin.
- Must successfully pass caregiver and criminal background check.

PREFERRED QUALIFICATIONS

- Substance Abuse Professional certification may be required in some assignments.

REQUIRED JOB COMPETENCIES

- Knowledge of laws and regulations that affect the delivery of services provided by the Department.
- Knowledge of community resources, and alternative care resources.
- Knowledge of applicable State statutes.
- Working knowledge of mental health and substance-use disorders, physical and developmental disabilities, diagnosis, and treatment.
- Working knowledge of client rights, confidentiality, standards of practice, and ethics in the mental health, substance-use, and other helping professions.
- Working knowledge of applicable Wisconsin State Administrative Codes which may include but not limited to, Chapters 34, 37, 46, 48, 51, 54, 55, 56, 58, 75, 938.
- Knowledge of human development and behavior, family, and group dynamics, and mental, physical, and social dysfunctions.
- Knowledge of and sensitivity to cultural differences and special needs of various minority groups, and ability to consult with other staff regarding these.
- Ability and skill to relate to individuals in stressful or crisis situations.

- General knowledge of interviewing and supportive counseling techniques.
- General knowledge of social casework techniques.
- Knowledge of social, economic, and health problems of basic human behavior and of available assistance and rehabilitative services and techniques.
- Knowledge of human service needs assessment methodologies.
- Knowledge of legal requirements including privacy, resident rights, confidentiality, and non-discrimination.
- Knowledge of goals, principles, and practices of human service programs, program administration, and program goals and their intended impacts.
- Knowledge of the County and Department's operating requirements, policies, procedures, and practices; and local, State, and Federal regulations related to department programs and operations.
- Skill in analyzing complex administrative information and issues, defining problems and evaluating alternatives, and recommending methods, procedures, and techniques for resolution of issues.
- Ability to research and analyze detailed information and make appropriate recommendations.
- Ability to develop, interpret and implement regulations, policies, procedures, written instructions, general correspondence, and other department-specific documents.
- Ability to adapt and take control of situations, dictating subordinate activities in a responsible manner.
- Ability to establish and maintain accurate records of assigned activities and operations.
- Ability to interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.
- Skill in organizational and time management to prioritize duties to accomplish a high volume of work product while adapting to constant changes in priority.
- Ability to perform detailed work accurately and independently in compliance with stringent time limits requiring minimal direction and supervision.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.
- Knowledge of current office practices and procedures and knowledge of the operation of standard office equipment and software.
- Knowledge of computer software including word processing, spreadsheet, and database applications consistent for this position.
- Ability to perform mathematical calculations required of this position.
- Ability to communicate clearly, concisely, and effectively in English in both written and verbal form.
- Skill in researching and understanding complex written materials.
- Ability to prepare and maintain accurate and concise records and reports.
- Ability to apply sound judgment and discretion in performing duties, resolving problems, and interpreting policies and regulations.
- Ability to communicate detailed and often sensitive information effectively and concisely, both orally and in writing.
- Ability to handle sensitive interpersonal situations calmly and tactfully.
- Ability to maintain professionalism at all times.
- Ability to maintain effective working relationships with individuals within and outside the organization.

- Ability to maintain confidentiality and discretion regarding business-related files, reports, and conversations, within the provisions of open records laws and other applicable State and Federal statutes and regulations.
- Ability to work the allocated hours of the position and respond after hours as needed.

PHYSICAL AND WORK ENVIRONMENT

The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions as otherwise required by law. Employees needing reasonable accommodation should discuss the request with Human Resources.

- This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, frequently requires standing, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires walking, stooping, kneeling, crouching or crawling and reaching with hands and arms.
- Work has standard vision requirements.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Work requires preparing and analyzing written or computer data and observing general surroundings and activities.
- Work is generally in a moderately noisy office setting or offsite locations.
- May require communicating with persons who are hostile, aggressive, abusive or violent, posing threatening conditions.

Nothing in this job description limits management's right to assign or reassign duties and responsibilities to this job at any time. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

EMPLOYEE ACKNOWLEDGEMENT

I have received, reviewed and fully understand this job description. I further understand that I am responsible for the satisfactory execution of the essential functions as well as skills and abilities described therein. Furthermore, I understand this document will change over time, as necessary, and this document supersedes all prior descriptions. I understand I may be asked to perform duties and handle responsibilities that are not specifically addressed in my job description, from time to time. I understand that this does not constitute an employment agreement.

Employee Signature

Date

Employee Printed Name

RESOLUTION SUPPORTING OPERATION GREEN LIGHT FOR VETERANS

1 **WHEREAS**, the residents of Monroe County have great respect, admiration, and the utmost gratitude for all the
2 men and women who have selflessly served our country and this community in the Armed Forces; and
3

4 **WHEREAS**, the contributions and sacrifices of those who served in the Armed Forces have been vital in
5 maintaining the freedoms and way of life enjoyed by our citizens; and
6

7 **WHEREAS**, Monroe County seeks to honor individuals who have made countless sacrifices for freedom by
8 placing themselves in harm's way for the good of all; and
9

10 **WHEREAS**, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, civil
11 service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service
12 members access more than \$52 billion in federal health, disability and compensation benefits each year; and
13

14 **WHEREAS**, approximately 200,000 service members transition to civilian communities annually; and
15

16 **WHEREAS**, an estimated 20 percent increase of service members will transition to civilian life in the near future;
17 and
18

19 **WHEREAS**, studies indicate that 44-72 percent of service members experience high levels of stress during
20 transition from military to civilian life; and
21

22 **WHEREAS**, active military service members transitioning from military service are at a high risk for suicide during
23 their first year after military service; and
24

25 **WHEREAS**, the National Association of Counties encourages all counties, parishes and boroughs to recognize
26 Operation Green Light for Veterans; and
27

28 **WHEREAS**, Monroe County appreciates the sacrifices of our United States military personnel and believes
29 specific recognition should be granted.
30

31 **NOW, THEREFORE, BE IT RESOLVED**, with designation as a Green Light for Veterans County, Monroe County
32 hereby declares from October through Veterans Day, November 11th 2024 a time to salute and honor the service
33 and sacrifices of our men and women in uniform transitioning from active service.
34

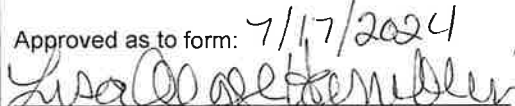
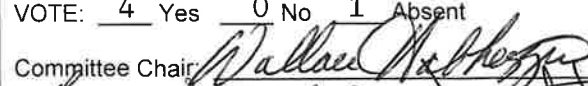
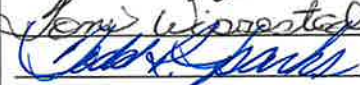

35 **BE IT FUTHER RESOLVED**, that in observance of Operation Green Light, Monroe County encourages its
36 citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices
37 to preserve freedom by displaying green lights in a window of their place of business or residence from November
38 4th through the 11th, 2024.

Dated this 23rd day of July, 2024.

Offered by the Administration and Personnel Committee.

Statement of Purpose: to support our Veterans by proudly engaging in Operation Green Light and to encourage
Monroe County to recognize the importance and conduct outreach to join in honoring those who made those
sacrifices' for our freedom.

Drafted by: Tina Osterberg, County Administrator

<p>Finance Vote (If required): <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent</p> <p>*****</p> <p>Approved as to form: 7/17/2024  Lisa Aldinger Hamblin, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>July 9</u>, 20 <u>24</u></p> <p>VOTE: <u>4</u> Yes <u>0</u> No <u>1</u> Absent</p> <p>Committee Chair:   </p>
--	--

ADOPTED FAILED AMENDED

OTHER _____

County Board Vote on: _____ 20__

_____ Yes _____ No _____ Absent

STATE OF WISCONSIN

COUNTY OF MONROE

I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____.

SHELLEY R. BOHL, MONROE COUNTY CLERK

A raised seal certifies an official document.

RESOLUTION APPROVING AND ESTABLISHING MONROE COUNTY ORDINANCE ARTICLE IV, PUBLIC HEALTH STANDARDS FOR LODGING, RECREATION AND FOOD ESTABLISHMENTS.

1 **WHEREAS**, The Monroe County Health and Human Services Committee has reviewed and considered the
2 enactment of a county ordinance to regulate local retail food and recreational licensing, permitting and
3 investigation; and
4

5 **WHEREAS**, The Monroe County Board of Supervisors approved resolution 08-23-06 authorizing the Monroe
6 County Health Department to explore the process of becoming a designated agent for environmental health
7 through the State of Wisconsin Department of Agriculture, Trade & Consumer Protection; and
8

9 **WHEREAS**, it is recognized that individuals and establishments in Monroe County are currently reliant on
10 Madison-based Wisconsin Department of Agriculture, Trade and Consumer Protection for retail food and
11 recreational licensing, permitting and investigation; and
12

13 **WHEREAS**, it is believed that the provision of locally available services is beneficial to Monroe County; and
14

15 **WHEREAS**, the Monroe County Health and Human Services Committee has determined that the Monroe County
16 Health Department is capable of becoming a retail food and recreational safety agent to the Wisconsin
17 Department of Agriculture, Trade and Consumer Protection.
18

19 **NOW, THEREFORE, BE IT RESOLVED** that the Monroe County Board of Supervisors does hereby approve the
20 Monroe County Health Department becoming a retail food and recreational safety agent to the Wisconsin
21 Department of Agriculture, Trade and Consumer Protection.
22

23 **BE IT FURTHER RESOLVED** that the Monroe County Board of Supervisors does hereby establish Monroe
24 County Ordinance Article IV of Chapter 15 of the Monroe County Code of Ordinances containing the rules and
25 regulations governing the public health standards for lodging, recreation, and food establishments in Monroe
26 County as well as permitting, licensing and investigation for these establishments and does hereby ordain as
27 follows:
28

29 (See attached ordinance).....

Dated this 23rd day of July, 2024.

Offered By: The Health and Human Services Committee

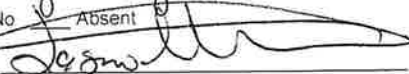
Fiscal note: Approval of this resolution will approve the Health Department to collect licensing and permitting fees to cover the cost of performing the duties of the Agent of the State locally. These revenues and expenditures will be budgeted in the 2025 and future budgets. The resolution will require a simple majority vote of the entire membership of the Monroe County Board of Supervisors for approval.

Statement of purpose: Passage of this resolution and approval of this ordinance will establish the Monroe County Health Department as the retail food and recreational safety agent to the Wisconsin Department of Agriculture, trade and Consumer Protection and will also establish the rules and regulations for these establishments in Monroe County and will allow these regulations to be enforced locally.

Finance Vote (If required):
4 Yes 1 No 0 Absent

Approved as to form on _____
Lisa Aldinger Hamblin, Corporation Counsel

ADOPTED FAILED AMENDED
 OTHER _____
County Board Vote on: _____ 20__
_____ Yes _____ No _____ Absent

Committee of Jurisdiction Forwarded on: July 2, 2024
____ Yes 5 No 0 Absent 0
Committee Chair: 

STATE OF WISCONSIN
COUNTY OF MONROE
I, SHELLEY R BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is
a true and correct copy of Resolution # _____ acted on by the Monroe
County Board of Supervisors at the meeting held on _____

SHELLEY R BOHL, MONROE COUNTY CLERK
A raised seal certifies an official document.

MONROE COUNTY RULES AND LICENSE REQUIREMENTS RELATING TO ENVIRONMENTAL HEALTH

License and Inspection Fees Relating to Environmental Health

The Monroe County Rules and License Requirements Relating to Environmental Health Ordinance is hereby created as follows:

ARTICLE IV. - PUBLIC HEALTH STANDARDS FOR LODGING, RECREATION, AND FOOD ESTABLISHMENTS

Sec. 15-216. – Authority

- (a) This chapter is adopted pursuant to that authority granted by Ch. 97 Stats., Wisconsin Administrative Code Chapters 72, 73, 74, 75 and Appendix (Wisconsin Food Code), 76, 78, and 79, and any such other provisions adopted in conformity therewith to protect and improve the health of the public.
- (b) Section 97.41(1m), Wis. Stats., authorizes the Monroe County Health Department to become the designated agent of the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) for the purpose of establishing license fees, issuing licenses and making investigations or inspections of hotels, motels, tourist rooming houses, retail food establishments, bed-and-breakfast establishments, campgrounds, camping resorts, recreational and educational camps, public swimming pools and water attractions, and in making investigations and inspections of food vending machines.
- (c) A local health department that is an agent of DATCP may enact local regulations governing these establishments which may be stricter than state law. No such regulation may conflict with Ch. 97, Stats; or rules promulgated by DATCP.
- (d) Each section, paragraph, sentence, clause, word, and provision of this ordinance is severable, and if any provisions shall be held unconstitutional or invalid for any reason, such decision shall not affect the remainder of the ordinance nor any part thereof other than that affected by such decision.

Sec. 15-217. – Purpose and Intent

- (a) This article shall be applied to promote its underlying purpose and intent of protecting the public health, safety, and general welfare of the Monroe County community and to maintain and protect the environment for the people and communities of Monroe County.

Sec. 15-218. – Applicability

- (a) The provisions of this section shall apply to any operation falling under jurisdiction of the Monroe County Health Department either directly or pursuant to Monroe County's acting as an agent of the State of Wisconsin pursuant to Wis. Stats., §97.41, Wis. Admin. Code, Chapter ATCP 74 and any other applicable statutes, codes or agreements between the state and Monroe County.
- (b) Such operations include, but may not be limited to, any retail food establishment, hotel, motel, tourist rooming house, bed and breakfast establishment, campground, and camping resort, recreational and educational camp, public swimming pool, water attraction, or vending machines in all areas of Monroe County.

Sec. 15-217. – Definitions

All definitions set forth in Chs. ATCP 72, 73, 74, 75, 76, 78, 79, Wis. Admin. Code, and SPS 381-386 and 390-391 are incorporated in this section by reference and they shall be construed, read and interpreted as fully set forth herein until amended and then shall apply as amended.

As used in this chapter, the following terms shall have the meanings indicated:

Annual License Fee shall mean a fee for issuing an annual license for investigations and yearly inspections, limited to two, to determine that establishments identified in this chapter are compliant with the statutes and administrative codes that govern their operation.

Agent shall mean Monroe County Health Department, as defined in Wis. Stat. §250.01 (4), has entered a MOA with DATCP and is authorized under terms of the MOA to administer a retail food establishment, lodging, and recreational business establishment facility safety regulatory program, pursuant to Wis. Stat. §97.41 and 97.615 (2), in the jurisdiction of the Monroe County Health Department.

Board of Health shall mean The Monroe County Board of Health and its designated representatives.

Complaint shall mean an allegation, presented to an Agent, or DATCP, of a possible public health hazard or violation of any provision of the Wis. Stats. and Administrative Code indicated in the MOA with DATCP or this ordinance.

DATCP shall mean The Wisconsin Department of Agriculture, Trade, and Consumer Protection.

Duplicate License Fee shall mean a fee for the replacement of an original permit.

Fee Schedule means the schedule of all fees associated with this article, amended as needed by the Board of Health.

Follow-up Inspection shall mean a non-mandatory inspection by the Agent to ensure non-critical violations cited in an inspection have been corrected by a licensee.

Health Department shall mean the Monroe County Health Department and its designated representatives.

Health Officer shall mean the Health Officer of Monroe County, or the Health Officer's designated representative, who oversees the administration of environmental health programs, as outlined in the Agent agreement (ATCP 74.04) with Wisconsin DATCP.

Inspection Fee is the fee charged by Monroe County Health Department, the amount of which is reasonable related to the cost of performing an assessment of an establishment's compliance with the statutes and rules, under which a license is granted.

- i. An inspection in an establishment not under DATCP's regulatory authority.
- ii. An inspection in Monroe County's jurisdiction of a DATCP licensed mobile or transient retail food establishment.

Licensee shall mean the person or entity licensed to operate an establishment.

MOA shall mean the signed, written agreement between a local health department and DATCP setting forth the obligations of each party in the operation of an Agent program

Operating without a License Fee shall mean operator(s) found to be operating without a valid license shall be subject to an operating without a license fee and all other applicable fees.

Operator shall mean the owner, operator or person responsible to the owner for the operations of the establishments outlined there forth in this ordinance.

Plan review fees shall mean plan review fees shall be assessed to cover part or all of the cost of reviewing plans for new or remodeling of establishments.

Pre-Inspection Fee shall mean the fee associated with the required inspection necessary to determine compliance at the time of a change-in-operator or new business.

Re-Inspection Fee shall mean a fee structure for the subsequent inspections needed to address compliance issues with the statutes and administrative codes that govern a respective establishment. The fee for a re-inspection will be a set fee, determined by the Board of Health.

Sec. 15-218. – Inspection Frequency

(a) Inspections shall be conducted as required by DATCP under the Agent contract and no greater than 12 months from the last inspection unless received in writing approval from DATCP.

(b) Inspections shall be mostly unannounced visits.

(c) An authorized employee or agent of the department (DATCP), upon presenting the proper identification, shall be permitted to enter, at any reasonable hours, (Ch. 97, Wis. Stats.) any premises for which a permit is required to inspect the premises, secure samples or specimens, examine and copy relevant documents and records or obtain photographs or other evidence needed to enforce the requirements.

(d) Inspections and their reports shall reflect the original purpose of the inspection and should not be combined with other activities or different types of inspections.

(e) All inspections shall assess the qualifications of any particular licensure and include verification and notation of changes (such as payment, the operator and status, complexity category, number of sleeping rooms, expansions, modifications, etc.) in order to update the permit.

(f) Several types of inspections can be conducted at an establishment:

- (1) Pre-inspection: a pre-arranged inspection, for an initial or new permit, to check if a facility is capable of meeting the code requirements.
- (2) Routine Inspection: Can be pre-arranged or unannounced inspection. A routine inspection is done to determine if a facility is operating according to code.
- (3) Complaint Investigation: Can be pre-arranged or unannounced. A complaint investigation is done to investigate the conditions alleged in a complaint.
- (4) Food Borne Illness Investigation: Can be pre-arranged or unannounced. An investigation to help identify the cause of food borne illness outbreak and prevents its continuation.

- (5) Follow-up Inspection: An inspection conducted at the inspector's discretion to check on the status of an outstanding order on a facility. If the routine inspection called for a re-inspection, a follow-up inspection is not an option.
- (6) Re-inspection: All re-inspections are pre-arranged. A re-inspection is an inspection to verify that priority/critical violations and repeat violations have been corrected.
- (7) Special Condition Inspection: An inspection or consultation activity that is not directly related to the department or its Agents licensing responsibility.

Sec. 15-219. – Complaints

- (a) The Health Department shall follow up on all complaints received.
- (b) Complaints of illness and reported food and water borne illness are investigated to ensure compliance.
- (c) The Health Department will notify DATCP for complaints that are under DATCP's jurisdiction as well as notification for the investigation and follow up of foodborne illness. DATCP Emergency response the complaints mailbox be utilized for reporting. Notification will also be made to DHS Communicable Disease Section for investigation and follow up of foodborne illness.

Sec. 15-220. – Enforcement

- (a) The provisions of this ordinance shall be enforced by employees of the Health Department, the designees of this department, or other persons authorized by the Board of Supervisors. Non-compliance with the ordinance or with a temporary order from the Health Officer or designee shall be cause for enforcement action under this section of this ordinance.
- (b) The provisions of this section shall be administered by or under the direction of the Health Officer of the Health Department, who in person or by duly authorized representatives shall have the right to enter, at reasonable hours, upon premises affected by this regulation to inspect the premises, secure samples or specimens, examine and copy relevant documents and records or obtain photographic or other evidence needed to enforce this section and issue citations or seek a summon and complaint through a referral to the District Attorney.
- (c) If violations are found, an order to correct shall be given to the owner or operator, in writing, noting specific changes that must be made in order to bring the facility into compliance. The order shall set forth the time period by which corrections must take place. Failure to correct violations may result in re-inspection fees, suspension of the establishments license to operate, and may invoke the penalty provisions of this ordinance.

Sec. 15-221. – License

- (a) Unless exempted by rule, no person shall operate a retail food establishment, bed and breakfast establishment, hotel, motel, tourist rooming house, campground and camping resort, recreational and educational camp, public swimming establishments, Department as defined in ATCP 72, 73, 75, 76, 78 and 79, without first obtaining a license from the Health Department.

- (b) Only a person who complies with the requirements of this article and applicable regulations of other governmental entities shall be eligible to receive or retain a license.
- (c) Licenses shall be issued on an annual basis. The license shall expire on June 30 of each year following their issuance except that license initially issued during the period beginning on April 1 and ending June 30 shall expire June 30 of the following year. Department of Agriculture, Trade, and Consumer Protection licenses shall expire on June 30 of each year following their issuance. If the annual renewal fee has not been paid on or before June 30 of each year, an additional late payment fee shall be assessed, as specified in this ordinance under each license category. Establishments or individuals operating on August 15 without a proper license shall be ordered closed by the Health Officer.
- (d) The issuance of a license may be conditioned upon the operator correcting a violation of this section within a specified period of time. If the condition is not met within the specified period of time, the permit shall be voided.
- (e) The license shall not be transferable from operator to another except as provided pursuant to ATCP 72, 73, 75, 76, 78 and 79.
- (f) With the exception of those establishments defined herein as “transient retail” or “micro market”, no license shall be granted to any person under this section until a pre-inspection by the Health Department of the premises is verified for compliance.
- (g) No license shall be issued until a complete application and all applicable fees have been received by the Health Department.

Sec. 15-223. – Display of License

- (a) All licensees shall immediately post their license upon some conspicuous public part of the room in which the business is carried on, and the license shall remain posted during the entirety of the licensing period.

Sec. 15-223. – Application

- (a) Application and fees for licenses shall be made in writing or electronically to the Health Department on forms or electronic forms developed and provided by the Health Department and shall be accompanied by the appropriate license fee and pre-inspection fee. Application shall state the name and address of the proposed applicant and operator, and the address and location of the proposed establishment, and any other information as may be required. In addition, the signature of all applicants and their agents to confirm that all information on the application is correct and acknowledge that any change in the information on the application shall be reported to the Health Officer within 14 days of the change.
- (b) The Health Department shall either approve or deny the application within 30 days of receipt of a complete application. Once a pre-licensing inspection is performed, notice will be given to the applicant of action taken if an application for license is granted by the Health Department that license approval shall constitute a license to do business in Monroe County in conformity with this ordinance.

Sec. 15-223. – Fees

- (a) License fees shall be established by the Board of Health to cover the cost of issuing license, making investigations, sampling, testing, providing education, training, enforcement actions,

and technical assistance to the establishments, plus the cost required to be paid to DATCP for each license issued. Fees shall be those established and provided through the fee schedule and annually approved by the Board of Health.

- (b) If a mobile or transient unit with a current license from the State of Wisconsin or another Agent is operating in Monroe County, an inspection for food safety practices will be conducted once per licensing year and an inspection fee may be charged per section 66.0628, Wis. Stats.

Sec. 15-224. – Temporary Orders

- (a) Whenever, as a result of an examination, the Health Officer or designee has reasonable cause to believe that an immediate danger to health exists on a premise covered by this section, the Health Officer or designee, may issue a temporary order in accordance with section 66.0417(2), Wis. Stats. or section 97.12, Wis. Stats., to issue a temporary order to prohibit the sale or movement of food for any purpose, prohibit the continued operation or method of operation of equipment, require the premise to cease any other operation or method of operation which creates an immediate danger to public health.

Sec. 15-225. – Denial, Suspension, or Revocation of License

- (a) The Health Officer, or designee, may deny any license application or suspend or revoke any license issued under this chapter for noncompliance with this code and regulations, rules and laws adopted by reference. The following procedure shall be followed in the denial, suspension or revocation of any license issued under this chapter:
 - (1) A decision by the Health Officer or designee, to deny, suspend or revoke a license shall be in writing and shall state, with specificity, the reasons for the Health Officer's or designee's decision and shall state any applicable statutes, ordinances, rules, regulations or order which may have been violated. The Health Officer or designee shall send to the license copy of the written decision by mail or by personal service. Said notice shall inform the licensee or applicant of the right to have this decision reviewed and the procedure for such review.
 - (2) Any licensee or applicant aggrieved by a decision of the Health Officer or designee, to deny, suspend or revoke a license may have the decision reviewed and reconsidered by a written request mailed or delivered to the Health Officer's or designee's decision. The written request for review and reconsideration shall state the grounds upon which the person aggrieved contends that the decision should be reversed or modified.
 - (3) Within 15 working days of receipt of the request for review and reconsideration, the Health Officer or designee shall review its initial determination. The Health Officer or designee may affirm, reverse or modify the initial determination. The Health Officer or designee shall mail or deliver to the licensee or applicant a copy of the decision on review and shall state the reasons for such decision. The decision shall advise the licensee or applicant of the right to an administrative appeal, the time within which appeal shall be taken and the office or person with whom the appeal shall be filed.
 - (4) A licensee or applicant who wishes to appeal a decision made by the Health Officer or designee on review must file a notice of appeal within 30 days of notice of the Health Officer or designee's decision on review. The Administrative appeal shall be filed or

mailed to the Health Officer. The Health Officer shall immediately file said notice of appeal with the Monroe County Board of Health.

- (5) A licensee or applicant shall be provided a hearing on appeal within 15 days of receipt of the request for an Administrative appeal. The Health Officer shall serve the licensee or applicant with notice of hearing by mail or personal service at least 10 days before the hearing.
- (6) The hearing shall be conducted before the Board of Health and shall be conducted in accordance with the procedures outlined in §68.11 (2) and (3), Wis. Stats.
- (7) Within 20 days of the hearing, the Board of Health shall mail or deliver to the appellant its written determination stating the reasons.
- (8) A decision by the Health Officer upon a request for review and reconsideration which is not appealed to the Board of Health, or a decision by the Board of Health on an appeal of a decision by the Health Officer or a request for review and reconsideration shall be a final determination under §68.12(2), Wis. Stats.
- (9) Any party to a proceeding resulting in a final determination may seek review thereof by certiorari within 30 days of receipt of the final determination per §68.13, Wis. Stats.

Sec. 15-223. – Penalty

- (a) Any person who violates or refuses to comply with any provisions of this chapter shall be subject to a citation and respective forfeiture of not less than \$100 and not more than \$1,000 for each offense and/or revocation or amendment of the owner's applicable license.
- (b) Each day a violation exists or continues shall be considered a separate offense.
- (c) The Health Officer, or designee, may issue citations using the standard citation form used in Monroe County. Citations may be served in person or may be sent by mail.
- (d) Except as otherwise provided, any person found in violation of any provision of this chapter or any order, rule or regulation made hereunder shall, upon conviction thereof, be subject to a penalty as provided in this chapter and code of ordinances.

Sec. 15-223. – Construction or Alteration of Establishments

- (a) No person shall construct a new retail food or recreational business establishment, extensively remodel a retail food establishment, or modify a recreational camp by adding or moving structures without first submitting to the Health Officer plans (drawings) which clearly show and describe the amount and character of the work proposed and without first receiving Health Department approval of submitted plans. Such plans shall include floor plan, equipment plan and specifications, wall, floor and ceiling finishes and plans and specifications for food service kitchen ventilation. Submitted plans shall give all information necessary to show compliance with applicable health codes. Submitted plans shall be retained by the Health Officer.
- (b) Any plans approved by the Health Department shall not be changed or modified unless the Health Officer has reviewed and approved the modifications or changes

RESOLUTION NO. 07-24-03

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NO. 042-00311-0001

1 WHEREAS, Monroe County obtained the property located in the Town of Tomah, identified by tax parcel
2 no. 042-00311-0001, by in rem foreclosure of tax liens; and
3

4 WHEREAS, Monroe County Property & Maintenance Committee received, pursuant to §75.69(1) Wis.
5 Stats., an offer to purchase from Ian Holloway, in the amount of \$350.00 and recommends its acceptance.
6

7 NOW THEREFORE BE IT RESOLVED, By the Monroe County Board of Supervisors that they do hereby
8 set the value at \$350.00 for the property and authorize the sale of the property as set out below; and
9

10 BE IT FURTHER RESOLVED that the Monroe County Clerk is hereby authorized to execute a Quit Claim
11 Deed transferring this property to Ian Holloway and/or assigns for the above-noted sale price, said property being
12 described as:
13

14 One rod strip of land on the North and East side of the Southwest Quarter of the Southwest
15 Quarter, Section 13, Township 17 North, Range 1 West, Town of Tomah, Monroe County,
16 Wisconsin.
17

18 Property recorded in Volume 147 Deeds, Page 163 as Document No. 185451.
19

20 Dated this 23rd day of July, 2024.
21

22 OFFERED BY THE PROPERTY & MAINTENANCE COMMITTEE:
23

24 Fiscal note: The sale of this property will return \$350.00 to Monroe County.
25

26 Statement of purpose: The purpose of this resolution is to authorize the sale of this property by tax lien
27 foreclosure to the above-noted buyer.

Finance Vote (If required):
___ Yes ___ No ___ Absent

Committee of Jurisdiction Forwarded on: July 10, 2024
4 Yes 0 No 1 Absent
Committee Chair: _____

Drafted by: 7/17/2024
Lisa Aldinger Hamblin
Lisa Aldinger Hamblin, Corporation Counsel

ADOPTED FAILED AMENDED
 OTHER _____
County Board Vote on: _____ 20____
___ Yes ___ No ___ Absent

STATE OF WISCONSIN
COUNTY OF MONROE
I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is
a true and correct copy of Resolution # _____ acted on by the Monroe
County Board of Supervisors at the meeting held on _____.

SHELLEY R. BOHL, MONROE COUNTY CLERK
A raised seal certifies an official document.

RESOLUTION NO. 07-24-04

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NO. 141-00265-1800

1 WHEREAS, Monroe County obtained the property located in the Village of Kendall, identified by tax
2 parcel no. 141-00265-1800, by in rem foreclosure of tax liens; and
3

4 WHEREAS, Monroe County Property & Maintenance Committee received, pursuant to §75.69(1) Wis.
5 Stats., an offer to purchase from Charles Kenyon, in the amount of \$7,800.00 and recommends its acceptance.
6

7 NOW THEREFORE BE IT RESOLVED, By the Monroe County Board of Supervisors that they do hereby
8 set the value at \$7,800.00 for the property and authorize the sale of the property as set out below; and
9

10 BE IT FURTHER RESOLVED that the Monroe County Clerk is hereby authorized to execute a Quit Claim
11 Deed transferring this property to Charles Kenyon and/or assigns for the above-noted sale price, said property
12 being described as:

13
14 The North One-Half of Lot 34, Palamaruk Addition South, Village of Kendall, Monroe County,
15 Wisconsin.

16
17 Property recorded in Volume 277 Records, Page 898, as Document No. 472682.

18
19 MISC.

20 Easement to Wisconsin Power and Light Company dated December 7, 2007, and recorded on
21 December 10, 2007, as Document No. 580173. Affidavit of Correction dated April 27, 2016, and
22 recorded May 2, 2016 as Document No. 656480.
23

24 Dated this 23rd day of July, 2024.

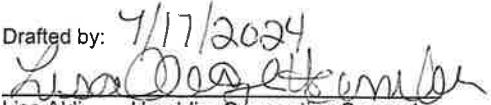
25
26 OFFERED BY THE PROPERTY & MAINTENANCE COMMITTEE:

27
28 Fiscal note: The sale of this property will return \$7,800.00 to Monroe County.

29
30 Statement of purpose: The purpose of this resolution is to authorize the sale of this property by tax lien
31 foreclosure to the above-noted buyer.

Finance Vote (If required):
____ Yes ____ No ____ Absent

Committee of Jurisdiction Forwarded on: July 10, 2024
4 Yes 0 No 1 Absent

Drafted by: 7/17/2024

Lisa Aldinger Hamblin, Corporation Counsel

Committee Chair: _____

ADOPTED FAILED AMENDED
 OTHER _____
County Board Vote on: _____ 20____
____ Yes ____ No ____ Absent

STATE OF WISCONSIN
COUNTY OF MONROE
I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is
a true and correct copy of Resolution # _____ acted on by the Monroe
County Board of Supervisors at the meeting held on _____.

SHELLEY R. BOHL, MONROE COUNTY CLERK
A raised seal certifies an official document.

RESOLUTION NO. 07-24-05

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NO. 185-01455-0252

1 WHEREAS, Monroe County obtained the property located in the Village of Warrens, identified by tax
2 parcel no. 185-01455-0252, by in rem foreclosure of tax liens; and
3

4 WHEREAS, Monroe County Property & Maintenance Committee received, pursuant to §75.69(1) Wis.
5 Stats., an offer to purchase from Steve & Dawn Van Camp, in the amount of \$4,411.97 and recommends its
6 acceptance.
7

8 NOW THEREFORE BE IT RESOLVED, By the Monroe County Board of Supervisors that they do hereby
9 set the value at \$4,411.97 for the property and authorize the sale of the property as set out below; and
10

11 BE IT FURTHER RESOLVED that the Monroe County Clerk is hereby authorized to execute a Quit Claim
12 Deed transferring this property to Steve & Dawn Van Camp and/or assigns for the above-noted sale price, said
13 property being described as:
14

15 Lot Two Hundred Fifty-Two (252) of the Fifth Addition to Cranberry Lake Village recorded as
16 Document No. 562832; being a part of the East One-half of the Southwest Quarter of Section
17 Eight, Township Nineteen North, Range one West, Village of Warrens, Monroe County,
18 Wisconsin. Property recorded as Document No. 642711.
19

20 MISC.

21 Covenants and Restrictions dated August 1, 2006, and recorded on August 1, 2006, as
22 Document No. 564024. First Amendment of Declaration of Covenants, Conditions and
23 Restrictions dated February 29, 2008, and recorded on March 10, 2008, as Document No.
24 582358.

25 Affidavit Re: Deferred Standby Charges dated April 25, 2013, and recorded on May 3, 2013, as
26 Document No. 633277. Order Creating Warrens Utility District No. 1 in the Village of Warrens,
27 Monroe County, Wisconsin dated April 8, 2010, and recorded on June 9, 2010, as Document No.
28 605490. Order Creating Warrens Utility District No. 2 in the Village of Warrens, Monroe County,
29 Wisconsin dated April 8, 2010, and recorded on June 9, 2010, as Document No. 605491.
30

31 Dated this 23rd day of July, 2024.
32

33 OFFERED BY THE PROPERTY & MAINTENANCE COMMITTEE:
34

35 Fiscal note: The sale of this property will return \$4,411.97 to Monroe County.
36

37 Statement of purpose: The purpose of this resolution is to authorize the sale of this property by tax lien
38 foreclosure to the above-noted buyer.

Finance Vote (If required):
____ Yes ____ No ____ Absent

Committee of Jurisdiction Forwarded on: July 10, 2024
4 Yes 0 No 1 Absent

Drafted by: 7/17/2024
Lisa Aldinger Hamblin
Lisa Aldinger Hamblin, Corporation Counsel

Committee Chair: _____

ADOPTED FAILED AMENDED
 OTHER _____
County Board Vote on: _____ 20__
____ Yes ____ No ____ Absent

STATE OF WISCONSIN
COUNTY OF MONROE
I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is
a true and correct copy of Resolution # _____, acted on by the Monroe
County Board of Supervisors at the meeting held on _____.

SHELLEY R. BOHL, MONROE COUNTY CLERK
A raised seal certifies an official document.

RESOLUTION NO. 07-24-06

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NO. 185-01455-0253

1 WHEREAS, Monroe County obtained the property located in the Village of Warrens, identified by tax
2 parcel no. 185-01455-0253, by in rem foreclosure of tax liens; and
3

4 WHEREAS, Monroe County Property & Maintenance Committee received, pursuant to §75.69(1) Wis.
5 Stats., an offer to purchase from Steve & Dawn Van Camp, in the amount of \$4,726.77 and recommends its
6 acceptance.
7

8 NOW THEREFORE BE IT RESOLVED, By the Monroe County Board of Supervisors that they do hereby
9 set the value at \$4,726.77 for the property and authorize the sale of the property as set out below; and
10

11 BE IT FURTHER RESOLVED that the Monroe County Clerk is hereby authorized to execute a Quit Claim
12 Deed transferring this property to Steve & Dawn Van Camp and/or assigns for the above-noted sale price, said
13 property being described as:
14

15 Lot Two Hundred Fifty-three (253) of the Fifth Addition to Cranberry Lake Village recorded as
16 Document No. 562832; being a part of the East One-half of the Southwest Quarter of Section
17 Eight, Township Nineteen North, Range One West, Village of Warrens, Monroe County,
18 Wisconsin. Property recorded as Document No. 642712.
19

20 MISC.

21 Covenants and Restrictions dated August 1, 2006, and recorded on August 1, 2006, as
22 Document No. 564024. First Amendment of Declaration of Covenants, Conditions and
23 Restrictions dated February 29, 2008, and recorded on March 10, 2008, as Document No.
24 582358.

25 Affidavit Re: Deferred Standby Charges dated April 25, 2013, and recorded on May 3, 2013, as
26 Document No. 633277. Order Creating Warrens Utility District No. 1 in the Village of Warrens,
27 Monroe County, Wisconsin dated April 8, 2010, and recorded on June 9, 2010, as Document No.
28 605490. Order Creating Warrens Utility District No. 2 in the Village of Warrens, Monroe County,
29 Wisconsin dated April 8, 2010, and recorded on June 9, 2010, as Document No. 605491.
30

31 Dated this 23rd day of July, 2024.


32 OFFERED BY THE PROPERTY & MAINTENANCE COMMITTEE:

33 Fiscal note: The sale of this property will return \$4,726.77 to Monroe County.
34

35 Statement of purpose: The purpose of this resolution is to authorize the sale of this property by tax lien
36 foreclosure to the above-noted buyer.
37
38

Finance Vote (If required):
____ Yes ____ No ____ Absent

Committee of Jurisdiction Forwarded on: July 10, 2024
4 Yes 0 No 1 Absent

Drafted by: 7/17/2024

Lisa Aldinger Hamblin, Corporation Counsel

Committee Chair: _____

ADOPTED FAILED AMENDED
 OTHER _____
County Board Vote on: _____ 20__
____ Yes ____ No ____ Absent

STATE OF WISCONSIN
COUNTY OF MONROE
I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____.

SHELLEY R. BOHL, MONROE COUNTY CLERK
A raised seal certifies an official document.

RESOLUTION AUTHORIZING THE COMPLETION OF SPACE PLANNING FOR A CONSOLIDATED GOVERNMENT BUILDING

1 **WHEREAS**, The Property and Maintenance Committee requested a listing of Monroe County buildings,
2 square footage, estimated department square footage needs, repair needs, maintenance building expenditures
3 and utility estimates from the Facilities and Property Director in April 2023; and
4

5 **WHEREAS**, The Property and Maintenance Committee recommended to the full board: Consolidation of
6 offices into a new building at either the old Rolling Hills site, dog pound site or the Administrative Center block and
7 to allow the Property & Maintenance Committee to explore the costs at their June 14th meeting; and
8

9 **WHEREAS**, The Monroe County Board of Supervisors convened a special county board meeting on
10 Thursday, June 22nd to discuss said recommendation; and
11

12 **WHEREAS**, The Monroe County Board of Supervisors voted 15-0 at the special June 22nd county board
13 meeting to recommend consolidation of offices with a new building located at the Administration Center block
14 downtown by proceeding to explore costs; and
15

16 **WHEREAS**, the Monroe County Board of Supervisors approved resolution 08-23-10 15-0 affirming and
17 adopting the recommendation to move forward with a consolidated Monroe County Government Building at the
18 administrative center block site in the City of Sparta; and
19

20 **WHEREAS**, The Monroe County Board of Supervisors at their August 30th meeting reviewed and
21 discussed 4 preliminary design and cost estimate options for the Administrative Center Block Site in the City of
22 Sparta. A motion to recommend a RFP for a feasibility study to explore all of the options at the downtown location
23 was approved by the board; and
24

25 **WHEREAS**, The Monroe County Board of Supervisors convened a special county board meeting on
26 Wednesday, November 29th to discuss a Monroe County Government Building Located at the Administrative
27 Center Block Site in the City of Sparta and the possibility of a facility condition assessment; and
28

29 **WHEREAS**, The Monroe County Board of Supervisors approved a budget adjustment in the amount of
30 \$18,500 to proceed with a facilities condition assessment of the Community Services Center, Administrative
31 Center, UW-Extension Office, Executive Center, and Courthouse with all 13 supervisors present voting in favor of
32 said adjustment; and
33

34 **WHEREAS**, Kraus-Anderson facilitated a facilities condition assessment by coming on site in late 2023 to
35 review, document and photograph key external and internal areas of the buildings. They presented a
36 comprehensive facilities condition assessment at the Monroe County March 27th Board meeting; and
37

38 **WHEREAS**, the Monroe County taxpayers paid for a facilities condition assessment to gain insight into
39 the future needs of 5 of our downtown facilities and two leased buildings within the City of Sparta; and
40

41 **WHEREAS**, the Monroe County Board of Supervisors have not discussed the facilities condition
42 assessment presentation, the recommendation for space planning, or the future of the consolidated government
43 building at the administrative center block site in the City of Sparta since the March 27th meeting; and
44

45 **WHEREAS**, the Monroe County Property and Maintenance Committee recommends taking the next step
46 to do their due diligence and approve funding for space planning; and
47

48 **NOW, THEREFORE, BE IT RESOLVED** by the Monroe County Board of Supervisors that they do
49 hereby authorize County Administration and Maintenance to prepare and post an RFP to hire an Architect to
50 complete space planning.
51

52 **BE IT FURTHER RESOLVED**, by the Monroe County Board of Supervisors that they do hereby authorize
53 the Property and Maintenance Committee to award a contract within budget to the Architect firm with a bid that is
54 most advantageous to Monroe County to complete said space planning.
55

56 **BE IT FURTHER RESOLVED**, by the Monroe County Board of Supervisor that they do hereby authorize
57 the County Administrator or the County Board Chair to sign contract agreements with the approved firm.

58 **BE IT FURTHER RESOLVED**, by the Monroe County Board of Supervisor that they do hereby authorize
 59 the County Administrator or the County Board Chair to sign agreements with a firm to complete updated cost
 60 estimates based on space planning documents.

61 **BE IT FURTHER RESOLVED**, the following Monroe County accounts budget will be adjusted as provided
 62 below.

Org	Object	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	493000	General Fund Balance Applied	\$3,810,243.40	\$50,000	\$3,860,243.40
11600000	521340	Maintenance Contracted Services	\$18,500.00	\$50,000	\$68,500.00

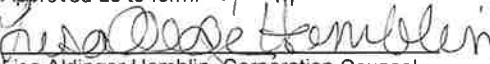
Dated this 23th day of July, 2024.

Offered By The Property and Maintenance Committee.

Fiscal note: Authorize funding from the General Fund in the amount of \$50,000 to conduct space planning and updated building project cost estimates. Increase budget by \$50,000 for the General Fund Balance Applied revenue and Maintenance Contracted Services expense accounts. Per Wis. Stats. §65.90(5)(a) authorization will require a vote of two-thirds of the entire membership of the governing body.

Statement of purpose: To authorize the Property and Maintenance Committee and county staff to proceed with a bid process and hiring an architect to complete space planning in tandem with a firm to calculate a more accurate building project cost estimate.

Drafted by: Tina Osterberg, Monroe County Administrator

Finance Vote (If required): <u>3</u> Yes <u>2</u> No <u>0</u> Absent <hr/> Approved as to form: <u>7/17/2024</u>  Lisa Aldinger Hamblin, Corporation Counsel	Committee of Jurisdiction Forwarded on: <u>July 10, 2024</u> VOTE: <u>4</u> Yes <u>0</u> No <u>1</u> Absent Committee Chair: _____ _____ _____
<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20__ _____ Yes _____ No _____ Absent	STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____. <hr/> SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i>

**RESOLUTION TO INCREASE THE NON-RESIDENT REIMBURSEMENT RATES FOR
MONROE COUNTY LIBRARIES**

1 **WHEREAS** public libraries are an invaluable resource for our communities; and

2
3 **WHEREAS** the public libraries of Monroe County have seen an increase in the number of patrons who use their
4 services over the previous five years; and

5
6 **WHEREAS** the public libraries of Monroe County provide important services for county residents while operating
7 on limited budgets; and

8
9 **WHEREAS** Monroe County libraries derive their funding from a wide variety of sources, one of which is
10 reimbursements for non-resident users; and

11
12 **WHEREAS** Monroe County libraries receive thousands of visits from non-residents every year, for which they
13 cannot adequately budget; and

14
15 **WHEREAS** state statute §43.12 requires that counties provide a reimbursement in their annual budgets to
16 account for usage by non-resident patrons; and

17
18 **WHEREAS** state statute §43.12 sets the minimum non-resident reimbursement rate at 70%, to be paid by the
19 county; and

20
21 **WHEREAS** state statute §43.12 allows county boards to raise this rate; and

22
23 **WHEREAS** the non-resident reimbursement rate for Monroe County was increased to 80% in 2017 and has not
24 been raised since; and

25
26 **WHEREAS** an increase in this rate would allow libraries to expand services, make much-needed building repairs,
27 and purchase more circulating materials; and

28
29 **WHEREAS** other counties in the Winding River Library System have already increased their non-resident
30 reimbursement rates to 100%, or are in the process of doing so.

31
32 **THEREFORE BE IT RESOLVED** that the Monroe County Board of Supervisors make the following adjustments
33 to the non-resident reimbursement rate for Monroe County libraries:

- 34
35 Increase to 85% in the 2025 budget
36 Increase to 90% in the 2026 budget
37 Increase to 95% in the 2027 budget
38 Increase to 100% in the 2028 budget

39
40 **BE IT FURTHER RESOLVED** that these rate increases will only apply to libraries within Monroe County, and that
41 the reimbursement rates for libraries outside Monroe County will remain at 70%.

Dated this 23rd day of July, 2024.

Offered by the Finance Committee.

Fiscal Note: No fiscal impact for 2024. Increases to be budgeted and approved as part of the 2025-2028 annual budget process. A simple majority is required at this time and during the annual budget approvals per Stats. 65.90 Wis.

Statement of Purpose: to increase non-resident reimbursement rates for Monroe County Libraries.

Drafted by: Supervisor Adam Balz

Finance Vote (If required):
___ Yes ___ No ___ Absent

Committee of Jurisdiction Forwarded on: July 17, 2024

VOTE: 4 Yes 1 No 0 Absent

Approved as to form: 4/17/2024
Lisa Aldinger Hamblin
Lisa Aldinger Hamblin, Corporation Counsel

Committee Chair: Joni Wisselack
David A. Reyer Waltera N. Kopyev
W. R. T. O. Logan

ADOPTED FAILED AMENDED

STATE OF WISCONSIN
COUNTY OF MONROE
I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____.

OTHER _____

County Board Vote on: _____ 20__

SHELLEY R. BOHL, MONROE COUNTY CLERK
A raised seal certifies an official document.

___ Yes ___ No ___ Absent

2025 Monroe County Reimbursement to Local Libraries in WRLS

for Circulation to Nonresident Borrowers

Library Community	Circulation	Total Operating	Nonresident Circulation	Unit Cost	100% Reimburse.	80% Reimburse.	90% Reimburse.
In County							
Cashton	15,540	\$81,302	8,257	\$5.2318	\$43,199	\$34,559	\$38,879
Kendall	7,689	\$85,125	5,210	\$11.0710	\$57,680	\$46,144	\$51,912
Norwalk	5,875	\$44,940	2,076	\$7.6494	\$15,880	\$12,704	\$14,292
Sparta	81,749	\$564,715	28,819	\$6.9079	\$199,079	\$159,263	\$179,171
Tomah	58,042	\$492,028	25,260	\$8.4771	\$214,132	\$171,305	\$192,718
Wilton	11,189	\$83,195	3,914	\$7.4354	\$29,102	\$23,282	\$26,192
Subtotal					\$559,072	\$447,258	\$503,165

Non-resident In County	Reimbursement Rate	Levy Amount	Amount of Increase	Mill Rate	Increase on \$100,000 Home Tax Bill
Current 2024 Rate	80%	407,729.00		4.680	
2025 Rate	80% (unchanged)	447,258.00	39,529.00	4.689	0.85
Estimated Rates	85%	475,211.00	27,953.00	4.695	0.60
	90%	503,165.00	55,907.00	4.701	1.20
	95%	531,118.00	83,860.00	4.707	1.80
	100%	559,072.00	111,814.00	4.713	2.40

RESOLUTION AUTHORIZING MONROE COUNTY PAYMENT TO TOWN OF GREENFIELD FOR COVIA TAX APPEAL

1 **WHEREAS**, Monroe County has been made aware that Covia, located in the Town of Greenfield has
 2 been awarded a Wisconsin Tax Appeal Settlement for the years of 2021 and 2022 from the Wisconsin
 3 Department of Revenue; and
 4

5 **WHEREAS**, the new equated values have been calculated using the mill rate for the years 2021 and
 6 2022 to determine the amended amount of tax for each parcel; and
 7

8 **WHEREAS**, the Town of Greenfield is to make payment to Covia by October 1, 2024 for years 2021 and
 9 2022 in the amounts of \$149,215.68 and \$303,819.88; and
 10

11 **WHEREAS**, Monroe County owes the Town of Greenfield reimbursement by February 15, 2024 for our
 12 portion for the years 2021 and 2022 in the amounts of \$54,581.84 and \$123,148.66; and
 13

14 **WHEREAS**, the Town of Greenfield does not have the funds to make the full reimbursement payment by
 15 October 1, 2024 without payment by other taxing districts prior; and
 16

17 **NOW, THEREFORE, BE IT RESOLVED** by the Monroe County Board of Supervisors that they do hereby
 18 authorize funds from the General Fund to send a payment in the amount of \$177,730.50 to the Town of
 19 Greenfield to be paid no later than July 31, 2024.
 20

21 **BE IT FURTHER RESOLVED**, the funds for the payment to the Town of Greenfield will be disbursed from
 22 the Refunded Taxes – County Share Account 11520000 556000. The following accounts budgets will be
 23 adjusted as provided below.
 24

	Increase	General Fund Balance Applied	10000001 493000	\$177,730.50
	Increase	Refunded Taxes – County Share	11520000 556000	\$177,730.50

Dated this 23rd day of July, 2024.

Offered By The Finance Committee.

Fiscal note: Approval of this resolution will authorize an Increased budget to accounts 10000001 493000 General Fund Balance Applied and 11520000 556000 Refunded Taxes – County Share in an amount of \$177,730.50. In addition, will authorize payment of \$177,730.50 to the Town of Greenfield no later than July 31, 2024. The funds for this payment will come from the General Fund. Per Wis. Stats. §65.90(5)(a) authorization will require a vote of two-thirds of the entire membership of the governing body.

Statement of purpose: To authorize the payment to the Town of Greenfield for Monroe County's share of the Covia tax appeals in the amount of \$177,730.50, no later than July 31, 2024.

Drafted by: Tina Osterberg, Monroe County Administrator

Finance Vote (If required): ____ Yes ____ No ____ Absent Approved as to form: _____ Lisa Aldinger Hamblin, Corporation Counsel	Committee of Jurisdiction Forwarded on: July 17, 2024 VOTE: 4 Yes, 1 Abstained Committee Chair: _____ _____ _____
<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20__ ____ Yes ____ No ____ Absent	STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____. _____ SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i>

AUTHORIZING MONROE COUNTY TO ENTER INTO THE SETTLEMENT AGREEMENT WITH THE KROGER CO. AND AGREE TO THE TERMS OF ADDENDUM TWO TO THE MOU ALLOCATING SETTLEMENT PROCEEDS

1 **WHEREAS**, the Monroe County Board of Supervisors previously authorized the County to enter into an
2 engagement agreement with von Briesen & Roper, s.c., Crueger Dickinson LLC and Simmons Hanly Conroy LLC
3 (the "Law Firms") to pursue litigation against certain manufacturers, distributors, and retailers of opioid
4 pharmaceuticals (the "Opioid Defendants") in an effort to hold the Opioid Defendants financially responsible for the
5 County's expenditure of vast money and resources to combat the opioid epidemic; and
6

7 **WHEREAS**, on behalf of the County, the Law Firms filed a lawsuit against the Opioid Defendants; and
8

9 **WHEREAS**, the Law Firms filed similar lawsuits on behalf of 66 other Wisconsin counties and all Wisconsin
10 cases were coordinated with thousands of other lawsuits filed against the same or substantially similar parties as
11 the Opioid Defendants in the Northern District of Ohio, captioned *In re: Opioid Litigation*, MDL 2804 (the "Litigation");
12 and
13

14 **WHEREAS**, four (4) additional Wisconsin counties (Milwaukee, Dane, Waukesha, and Walworth) hired
15 separate counsel and joined the Litigation; and
16

17 **WHEREAS**, since the inception of the Litigation, the Law Firms have coordinated with counsel from around
18 the country (including counsel for Milwaukee, Dane, Waukesha, and Walworth Counties) to prepare the County's
19 case for trial and engage in extensive settlement discussions with the Opioid Defendants; and
20

21 **WHEREAS**, the settlement discussions with The Kroger Co. (the "Settling Defendant") resulted in a
22 tentative agreement as to settlement terms pending agreement from the County and other plaintiffs involved in the
23 Litigation; and
24

25 **WHEREAS**, copies of the settlement agreement relating to the Settling Defendant ("Settlement
26 Agreement") representing the terms of the tentative settlement agreement with the Settling Defendant has been
27 made available at [https://nationalopioidsettlement.com/wp-content/uploads/2024/05/Kroger-Multistate-Settlement-
28 Agreement-Circulated-to-States-March-25-2024.pdf](https://nationalopioidsettlement.com/wp-content/uploads/2024/05/Kroger-Multistate-Settlement-Agreement-Circulated-to-States-March-25-2024.pdf); and
29

30 **WHEREAS**, the Settlement Agreement provides, among other things, for the payment of certain sums to
31 Participating Subdivisions (as defined in the Settlement Agreement) upon the occurrence of certain events detailed
32 in the Settlement Agreement; and
33

34 **WHEREAS**, the County is a Participating Subdivision in the Settlement Agreement and has the opportunity
35 to participate in the benefits associated with the Settlement Agreement provided the County (a) approves the
36 Settlement Agreement; (b) approves the Addendum Two to the Memorandum of Understanding allocating proceeds
37 from the Settlement Agreement ("MOU") among the various Wisconsin Participating Subdivisions, a copy of which
38 is attached to this Resolution ("Addendum Two"); and (c) the Legislature's Joint Committee on Finance approves
39 the terms of the Settlement Agreement; and
40

41 **WHEREAS**, pursuant to Section 12 of the State-Local MOU entered into between the Wisconsin
42 Participating Subdivisions and the Attorney General of the State of Wisconsin ("State-Local MOU"), the Attorney
43 General has provided notice that the terms of the State-Local MOU shall apply to the Settlement Agreement and
44 all proceeds of such Settlement Agreement; and
45

46 **WHEREAS**, 2021 Wisconsin Act 57 created Section 165.12 of the Wisconsin Statutes relating to the
47 settlement of all or part of the Litigation; and
48

49 **WHEREAS**, pursuant to Wis. Stat. § 165.12(2), the Legislature's Joint Committee on Finance is required
50 to approve the Settlement Agreement; and
51

52 **WHEREAS**, pursuant to Wis. Stat. § 165.12(2), the proceeds from any settlement of all or part of the
53 Litigation are distributed 70% to local governments in Wisconsin that are parties to the Litigation and 30% to the
54 State; and
55

56 **WHEREAS**, Wis. Stat. § 165.12(4)(b)2. provides the proceeds from the Settlement Agreement must be
57 deposited in a segregated account (the "Opioid Abatement Account") and may be expended only for approved uses
58 for opioid abatement as provided in the Settlement Agreement; and
59

60 **WHEREAS**, Wis. Stat. § 165.12(7) bars claims from any Wisconsin local government against the Opioid
61 Defendants filed after June 1, 2021; and

62
63 **WHEREAS**, the definition of Participating Subdivisions in the Settlement Agreement recognizes a statutory
64 bar on claims such as that set forth in Wis. Stat. § 165.12(7) and, as a result, the only Participating Subdivisions in
65 Wisconsin are those counties and municipalities that were parties to the Litigation (or otherwise actively litigating a
66 claim against one, some, or all of the Opioid Defendants) as of June 1, 2021; and

67
68 **WHEREAS**, the Legislature's Joint Committee on Finance is not statutorily authorized or required to
69 approve the allocation of proceeds of the Settlement Agreement among Wisconsin Participating Subdivisions; and

70
71 **WHEREAS**, the Wisconsin Participating Subdivisions previously negotiated and approved the allocation of
72 proceeds among themselves, which allocation is reflected in Exhibit A to the MOU, which is an agreement between
73 all of the entities identified in the Allocation MOU as to how the proceeds payable to those entities under the
74 Settlement Agreements will be allocated; and

75
76 **WHEREAS**, the County and all other Wisconsin Participating Subdivisions agreed to and entered into that
77 certain Addendum to the MOU ("Addendum One") that provided for allocation of settlement proceeds from previous
78 settlements with certain pharmacies and manufacturers according to the same percentages as that provided in the
79 MOU; and

80
81 **WHEREAS**, the County has been informed as to the deadlines related to the effective dates of the
82 Settlement Agreement, the ramifications associated with the County's refusal to enter into the Settlement
83 Agreement, the form of Addendum Two and an overview of the process for finalizing the Settlement Agreements
84 and such information, together with additional resources related to the settlement can be found at
85 <https://nationalopioidsettlement.com/kroger-co-settlement/>; and

86
87 **WHEREAS**, the County, by this Resolution, shall deposit the proceeds of the Settlement Agreement
88 consistent with the terms of this Resolution and Wis. Stat. § 165.12(4)(b); and

89
90 **WHEREAS**, pursuant to the County's engagement agreement with the Law Firms, the County shall pay up
91 to an amount equal to 25% of the proceeds from successful resolution of all or part of the Litigation, whether through
92 settlement or otherwise, plus the Law Firms' costs and disbursements, to the Law Firms as compensation for the
93 Law Firms' efforts in the Litigation and any settlement; and

94
95 **WHEREAS**, the Law Firms anticipate making application to the national fee fund established in the
96 Settlement Agreement seeking payment, in whole or part, of the fees, costs, and disbursements owed the Law
97 Firms pursuant to the engagement agreement with the County; and

98
99 **WHEREAS**, it is anticipated the amount of any award from the fee fund established in the Settlement
100 Agreements will be insufficient to satisfy the County's obligations under the engagement agreement with the Law
101 Firms; and

102
103 **WHEREAS**, the County, by this Resolution, and pursuant to the authority granted the County in the
104 applicable Order emanating from the Litigation in relation to the Settlement Agreement and payment of attorney
105 fees, shall authorize and direct the escrow agent responsible for the receipt and distribution of the proceeds from
106 the Settlement Agreement to establish an account for the purpose of segregating funds to pay the fees, costs, and
107 disbursements of the Law Firms owed by the County (the "Attorney Fees Account") in order to fund a local
108 "backstop" for payment of the fees, costs, and disbursements of the Law Firms; and

109
110 **WHEREAS**, in no event shall payments to the Law Firms out of the Attorney Fees Account and the fee fund
111 established in the Settlement Agreement exceed an amount equal to 25% of the amounts allocated to the County
112 by virtue of the Addendum Two (Exhibit A to the MOU); and

113
114 **WHEREAS**, the intent of this Resolution is to authorize the County to enter into the Settlement Agreement,
115 the Addendum Two, establish the County's Opioid Abatement Account, and establish the Attorney Fees Account;
116 and

117
118 **WHEREAS**, the County, by this Resolution, shall authorize the County's corporation counsel to finalize and
119 execute any other document or agreement necessary to effectuate the Settlement Agreement and the other
120 agreements referenced herein.

121
122 **NOW, THEREFORE, BE IT RESOLVED:** that the Monroe County Board of Supervisors hereby approves:
123

- 124 1. The execution of the Settlement Agreement and any and all documents ancillary thereto and
 125 authorizes the Monroe County Administrator or Monroe County Board Chair to execute same.
 126
 127 2. The final negotiation and execution of Addendum Two in form substantially similar to that presented
 128 with this Resolution and any and all documents ancillary thereto and authorizes the Monroe County
 129 Administrator or the Monroe County Board Chair to execute same upon finalization provided the
 130 percentage share identified as allocated to the County is substantially similar to that identified in
 131 the Addendum Two provided to the Board with this Resolution.
 132
 133 3. The execution by the Monroe County Board Administrator or Monroe County Board Chair of any
 134 additional documents or agreements for the receipt and disbursement of the proceeds of the
 135 Settlement Agreement.
 136

137 **BE IT FURTHER RESOLVED:** all proceeds from the Settlement Agreement not otherwise directed to the
 138 Attorney Fees Account shall be deposited in the County's Opioid Abatement Account. The Opioid Abatement
 139 Account shall be administered consistent with the terms of this Resolution, Wis. Stat. § 165.12(4), and the
 140 Settlement Agreement.
 141

142 **BE IT FURTHER RESOLVED:** the Monroe County Board of Supervisors hereby authorizes the
 143 establishment of an account separate and distinct from any account containing funds allocated or allocable to the
 144 County which shall be referred to by the County as the "Attorney Fees Account." An escrow agent shall deposit a
 145 sum equal to up to, but in no event exceeding, an amount equal to 20% of the County's proceeds from the
 146 Settlement Agreement into the Attorney Fees Account. If the payments to the County are not enough to fully fund
 147 the Attorney Fees Account as provided herein because such payments are made over time, the Attorney Fees
 148 Account shall be funded by placing up to, but in no event exceeding, an amount equal to 20% of the proceeds from
 149 the Settlement Agreement attributable to Local Governments (as that term is defined in the MOU) into the Attorney
 150 Fees Account for each payment. Funds in the Attorney Fees Account shall be utilized to pay the fees, costs, and
 151 disbursements owed to the Law Firms pursuant to the engagement agreement between the County and the Law
 152 Firms provided, however, the Law Firms shall receive no more than that to which they are entitled under their fee
 153 contract when considering the amounts paid the Law Firms from the fee fund established in the Settlement
 154 Agreement and allocable to the County. The Law Firms may make application for payment from the Attorney Fees
 155 Account at any time and the County shall cooperate with the Law Firms in executing any documents necessary for
 156 the escrow agent to make payments out of the Attorney Fees Account.
 157


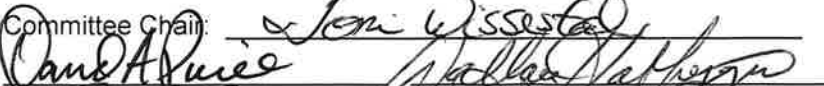



158 **BE IT FURTHER RESOLVED** that all actions heretofore taken by the Board of Supervisors and other
 159 appropriate public officers and agents of the County with respect to the matters contemplated under this Resolution
 160 are hereby ratified, confirmed and approved.

Adopted by the Monroe County Board of Supervisors this 23rd day of July, 2024.

Offered By The Finance Committee.

Fiscal note: No impact to the county budget. Impact to the budget would be upon distribution of a settlement.

Statement of purpose: To designate signors and to approve a tentative agreement as to settlement involving Kroger and to approve terms pending agreement from the County and other plaintiffs involved in the litigation

Finance Vote (If required): _____ Yes _____ No _____ Absent	Committee of Jurisdiction Forwarded on: <u>July 17</u> , 2024 VOTE: <u>4</u> Yes <u>1</u> No <u>0</u> Absent
Approved as to form: <u>7/17/2024</u>  Lisa Aldinger Hamblin, Corporation Counsel	Committee Chair:    
<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20____ _____ Yes _____ No _____ Absent	STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____. <hr/> SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i>