



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

Wednesday, **SEPTEMBER 25, 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: 2487 489 4368

Password: Board

Join by phone

+1-404-397-1516 United States Toll

Access code: 2487 489 4368

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

5:00 p.m.

County Board Training Session, Justice Programs – Eric Weihe, Justice Programs Director

5:30 p.m.

County Board Photo (Justice Center front Entry Steps)

6:00 p.m.

**Call to Order/Roll Call
Pledge of Allegiance**

Approval of Minutes – August 28, 2024

Public Comment Period

Budget Adjustment - Jail

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 August meeting of the Monroe County Board of Supervisors convened in the Monroe County Board Assembly Room in the City of Sparta, Wisconsin, on Wednesday, August 28, 2024 at 6:00 p.m. Chair Cedric Schnitzler presiding. Roll Call was called with 14 Supervisors present; Supervisor Kuderer joined the meeting at 6:17 p.m.; Supervisor VanWychen absent. The Pledge of Allegiance was recited.

Motion by Supervisor Rogalla second by Supervisor Zebell to approve the July 23, 2024 minutes. Discussion. The minutes carried by voice vote.

Public Comment Period – One member of the public addressed the board.

Budget Adjustments:

Veteran's Service Office – Motion by Supervisor Rogalla second by Supervisor Wissestad to approve budget adjustment. Charles Weaver, Veterans Service Officer explained the 2024 budget adjustment in the amount of \$3,163.00 for grant funds. The budget adjustment passed with all Supervisors voting yes.

Land Records – Motion by Supervisor Gomez second by Supervisor Balz to approve budget adjustment. Tina Osterberg, County Administrator explained the 2024 budget adjustment in the amount of \$1,350.00 for ESRI software. The budget adjustment passed with all Supervisors voting yes.

Health Department – Motion by Supervisor Pierce second by Supervisor Jandt to approve budget adjustment. Tiffany Giesler, Health Director explained the 2024 budget adjustment in the amount of \$55,593.00 for WIC funding. The budget adjustment passed with all Supervisors voting yes.

Health Department – Motion by Supervisor Cook second by Supervisor Pierce to approve budget adjustment. Tiffany Giesler, Health Director explained the 2024 budget adjustment in the amount of \$900.00 for Immunization Consolidated Contract. The budget adjustment passed with all Supervisors voting yes.

Health Department – Motion by Supervisor Wissestad second by Supervisor Esterline to approve budget adjustment. Tiffany Giesler, Health Director explained the 2024 budget adjustment in the amount of \$8,934.00 for Environmental Public Health Tracking Grant. Discussion. The budget adjustment passed with all Supervisors voting yes.

Supervisor Kuderer joined the meeting at 6:17 p.m.

Maintenance – Motion by Supervisor Balz second by Supervisor Rogalla to approve budget adjustment. Derek Pierce, Facilities & Property Director explained the 2024 budget adjustment in the amount of \$9,430.00 for north complex demolition. Discussion. The budget adjustment passed with all Supervisors voting yes.

Re-Purpose of Funds:

Rolling Hills – Motion by Supervisor Jandt second by Supervisor Zebell to approve re-purpose of funds. Linda Smith, Rolling Hills Administrator explained the 2024 re-purpose of funds in the amount of \$1,135.00 for pergola electrical. The re-purpose of funds passed with all Supervisors voting yes.

Rolling Hills – Motion by Supervisor Wissestad second by Supervisor Zebell to approve re-purpose of funds. Linda Smith, Rolling Hills Administrator explained the 2024 re-purpose of funds in the amount of \$815.00 for auto door opener electrical. The re-purpose of funds passed with all Supervisors voting yes.

Highway – Motion by Supervisor Pierce second by Supervisor Jandt to approve re-purpose of funds. David Ohnstad, Highway Commissioner explained the 2024 re-purpose of funds in the

amount of \$500,000.00 for equipment. The re-purpose of funds passed with all Supervisors voting yes.

Highway – Motion by Supervisor Pierce second by Supervisor Gomez to approve re-purpose of funds. David Ohnstad, Highway Commissioner explained the 2024 re-purpose of funds in the amount of \$22,845.00 for Sparta corporation yard building improvements. The re-purpose of funds passed with all Supervisors voting yes.

Monroe County Health Insurance Presentation by Ed Smudde, Human Resources Director. Questions were answered.

Mindy Hemmersbach, Treasurer provided the monthly Treasurer's report and answered questions.

Diane Erickson, Finance Director was excused from the meeting. The monthly Finance Director report was provided to members in the packet.

Tina Osterberg, County Administrator provided the monthly Administrator's report and answered questions.

RESOLUTION 08-24-01

RESOLUTION IN SUPPORT OF STATE INVESTMENT IN COUNTY COMMUNITY SUPPORT PROGRAMS AND CRISIS SERVICES

The forgoing resolution was moved for adoption by Supervisor Zebell second by Supervisor Gomez. Tracy Thorsen, Human Services Director explained. Discussion. The resolution passed with all Supervisors present voting yes.

RESOLUTION 08-24-02

RESOLUTION AUTHORIZING AND APPROVING THE NATURAL RESOURCE CONSERVATION SERVICE PLAN FOR THE DECOMMISSIONING OF DAMS IN THE COON CREEK WATERSHED AND SECURING GRANT AGREEMENTS FOR SERVICES

The forgoing resolution was moved for adoption by Supervisor Devine second by Supervisor Sparks. Bob Micheel, Land Conservation Director explained. Discussion. The resolution passed with all Supervisors present voting yes.

RESOLUTION 08-24-03

RESOLUTION APPROVING THE MONROE COUNTY OPEN SPACE MANAGEMENT PLAN 2024 - 2029

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

RESOLUTION 08-24-04

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A FULL-TIME ENVIRONMENTAL HEALTH COORDINATOR IN THE MONROE COUNTY HEALTH DEPARTMENT

The forgoing resolution was moved for adoption by Supervisor Cook second by Supervisor Esterline. Tiffany Giesler, Health Director explained. Discussion. The resolution passed (11 Y - 4 N - 1 Absent).

Schnitzler voted: N
Habegger voted: N
Sparks voted: N
Gomez voted: Y

Pierce voted: Y
Kuderer voted: Y
Cook voted: Y
Kuhn voted: Y

VanWychen was Absent
Wissestad voted: Y
Balz voted: Y
Esterline voted: Y

Jandt voted: Y
Zebell voted: Y
Devine voted: Y
Rogalla voted: N

RESOLUTION 08-24-05

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A FULL-TIME COMMUNITY HEALTH MANAGER IN THE MONROE COUNTY HEALTH DEPARTMENT

The forgoing resolution was moved for adoption by Supervisor Zebell second by Supervisor Balz. Tiffany Giesler, Health Director explained. Discussion. The resolution passed (10 Y - 5 N - 1 Absent).

Schnitzler voted: N
Habegger voted: N
Sparks voted: N
Gomez voted: Y

Pierce voted: Y
Kuderer voted: Y
Cook voted: Y
Kuhn voted: Y

VanWychen was Absent
Wissestad voted: Y
Balz voted: Y
Esterline voted: Y

Jandt voted: Y
Zebell voted: N
Devine voted: Y
Rogalla voted: N

Chairman's Report – Chair Schnitzler reminded members that per County Board Rule 4(b), the Clerk shall receive agenda items at least 5 days before the board meeting in order to be considered by the board. The annual WCA meeting is September 22-24, 2024.

Motion by Supervisor Zebell second by Supervisor Sparks to adjourn the meeting at 7:56 p.m.

I, Shelley Bohl, Monroe County Clerk certify that to the best of my knowledge the foregoing is a correct copy of the July meeting of the Monroe County Board of Supervisors held on August 28, 2024.

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

Date: September 12, 2024
 Department: Monroe County Jail
 Amount: \$7,500.00
 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: Jail Assesment Funds

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

Requesting an increase to the Jail Assessment medical expense line in the amount of \$7,500.00 due to the cost of hospitalizations and required specific medication for inmates.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
82700000	493000		Fund Balance Applied	\$ 15,000.00	\$ 7,500.00	\$ 22,500.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 7,500.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
82700000	521158		Medical Expense	\$ 90,000.00	\$ 7,500.00	\$ 97,500.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 7,500.00	

Department Head Approval: *Wendy D. Powell*

Date Approved by Committee of Jurisdiction: *Orzola* 9/12/24
 Date

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

Date Approved by Finance Committee: 09-18-24

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 August 1, 2024 to August 31, 2024
Mindy Hemmersbach, County Treasurer

RECEIPTS & DISBURSEMENTS	
Receipts for Current Month:	\$ 26,488,322.55
Wires & Disbursements for Current Month:	\$ 26,450,067.06

INVESTMENTS - GENERAL FUND				
Bank	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
State Bank		\$ 7,480,162.88	none	5.62%
State Investment Pool		\$ 2,580,217.45	none	5.41%
Citizens First Bank MM		\$ 3,166,715.47	none	
River Bank MM		\$ 3,558,236.08	none	4.58%
River Bank - CD		\$ 1,039,606.36	11/21/2024	5.32%
River Bank - CD		\$ 1,039,606.36	11/21/2024	5.32%
River Bank - CD		\$ 1,039,606.36	11/21/2024	5.32%
River Bank - CD		\$ 1,024,866.89	2/8/2025	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%
TOTAL GENERAL FUND INVESTMENTS		\$ 23,429,017.85		

GENERAL FUND BALANCES	
Month End Balance	\$ -
Outstanding Checks	\$ (531,321.27)
Outstanding Deposits	\$ 109,094.49
General Fund Investments	\$ 23,429,017.85
Totals	\$ 23,006,791.07

TOTAL GENERAL FUND AS OF August 2023	\$ 24,127,458.26
General fund is down from a year ago:	\$ (1,120,667.19)

DELINQUENT TAXES	
Delinquent Taxes in August 2024 were:	\$ 1,833,988.72
Delinquent Taxes in August 2023 were:	\$ 1,582,059.69
Delinquent Taxes are up from one year ago:	\$ 251,929.03

SALES & USE TAX	
Sales tax received August 2024	\$ 3,345,015.35
Sales tax is for the months of Nov thru June 2024	
Sales tax received August 2023	\$ 3,279,403.88
Sales tax is for the months of Nov thru June 2023	
SALES TAX IS UP FROM ONE YEAR AGO:	\$ 65,611.47

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

RECEIPTS & DISBURSEMENTS	
Receipts for Current Month:	\$ 21,014,314.83
Wires & Disbursements for Current Month:	\$ 19,869,071.94

INVESTMENTS - GENERAL FUND				
Bank	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
State Bank		\$ 7,644,432.84	none	5.62%
State Investment Pool		\$ 10,540,172.31	none	5.42%
Bank First Checking		\$ 504.03	none	0.00%
Bank First MM		\$ 263,365.42	none	5.02%
Citizens First Bank MM		\$ 3,155,309.14	none	
River Bank MM		\$ 3,032,731.35	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		\$ 32,233,273.15		

GENERAL FUND BALANCES	
Month End Balance	\$ (1,155,986.69)
Outstanding Checks	\$ (191,234.69)
Outstanding Deposits	\$ 886,739.11
General Fund Investments	\$ 32,233,273.15
Totals	\$ 31,772,790.88

TOTAL GENERAL FUND AS OF July 2023	\$ 32,243,622.79
General fund is down from a year ago:	\$ (470,831.91)

DELINQUENT TAXES	
Delinquent Taxes in July 2024 were:	\$ 731,568.52
Delinquent Taxes in July 2023 were:	\$ 757,288.18
Delinquent Taxes are down from one year ago:	\$ (25,719.66)

SALES & USE TAX	
Sales tax received July 2024	\$ 2,826,585.55
Sales tax is for the months of Nov thru May 2024	
Sales tax received July 2023	\$ 2,731,992.21
Sales tax is for the months of Nov thru May 2023	
SALES TAX IS UP FROM ONE YEAR AGO:	\$ 94,593.34

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

INVESTMENTS				
BANK	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
History Room				
State Bank-History Room MMI		\$ 72,788.07	None	5.62%
State Bank-History Room MMII		\$ 17,279.04	None	5.62%
Monroe Co Local History Room Endowment #3 Fidelity Investments		\$ 2,326,358.60	None	
State Bank-Wegner Grotto Trust		\$ 414,805.50	None	5.62%
Wegner Grotto Endowment-Raymond James		\$ 476,397.44	None	
Haney Fund				
State Bank of Sparta MM		\$ 1,038.16	None	5.62%
Transportation - ADRC				
State Bank-ADRC Transportation		\$ 41,272.36	None	5.62%
Jail Assessment				
Bank First MM		\$ 239,308.77	None	5.03%
Monroe County Land Information Board				
Bank First MM		\$ 100,021.81	None	5.03%
Solid Waste Management				
State Bank - Ridgeview II-Closure Escrow		\$ 223,457.94	11/29/2024	4.40196%
		\$ 225,928.19	11/29/2024	4.40196%
		\$ 228,152.36	11/29/2024	4.40196%
		\$ 239,342.01	11/29/2024	4.40196%
State Bank - Facility Reserve-MM		\$ 3,772.18	None	5.62%
State Bank - ICS		\$ 1,640,160.61	None	5.312%
Section 125 Plan				
State Bank of Sparta		\$ 38,717.64	None	5.62%
Worker's Comp				
State Bank of Sparta		\$ 2,330,992.21	None	5.62%
Self Funded - Employee Insurance				
State Bank of Sparta		\$ 1,262,314.12	None	5.62%
American Rescue Plan				
State Bank of Sparta		\$ 2,699,485.76	None	5.62%
Opioid Funds				
River Bank MM		\$ 864,172.03	None	4.58%
TOTAL OF RESTRICTED FUNDS-NOT IN GENERAL FUND:		\$ 13,445,764.80		

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

INVESTMENTS				
BANK	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
History Room				
State Bank-History Room MMI		\$ 73,235.00	None	5.62%
State Bank-History Room MMII		\$ 17,197.18	None	5.62%
Monroe Co Local History Room Endowment #3 Fidelity Investments		\$ 2,253,277.95	None	
State Bank-Wegner Grotto Trust		\$ 410,342.25	None	5.62%
Wegner Grotto Endowment-Raymond James		\$ 468,600.89	None	
Haney Fund				
State Bank of Sparta MM		\$ 1,033.24	None	5.62%
Transportation - ADRC				
State Bank-ADRC Transportation		\$ 56,349.74	None	5.62%
Jail Assessment				
Bank First MM		\$ 240,278.01	None	5.02%
Monroe County Land Information Board				
Bank First MM		\$ 94,915.82	None	5.02%
Solid Waste Management				
State Bank - Ridgeview II-Closure Escrow		\$ 222,624.11	11/29/2024	4.40196%
		225,085.15	11/29/2024	4.40196%
		\$ 227,301.02	11/29/2024	4.40196%
		\$ 238,448.92	11/29/2024	4.40196%
		\$ 863,546.61	8/1/2024	4.35411%
State Bank - Facility Reserve-MM		\$ 3,754.31	None	5.62%
State Bank - ICS		\$ 546,227.04	None	5.312%
Section 125 Plan				
State Bank of Sparta		\$ 43,847.60	None	5.62%
Worker's Comp				
State Bank of Sparta		\$ 2,316,076.31	None	5.62%
Self Funded - Employee Insurance				
State Bank of Sparta		\$ 1,498,956.09	None	5.62%
American Rescue Plan				
State Bank of Sparta		\$ 2,686,696.79	None	5.62%
Opioid Funds				
River Bank MM		\$ 734,298.06	None	4.11%
TOTAL OF RESTRICTED FUNDS-NOT IN GENERAL FUND:		\$ 13,222,092.09		

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	\$ 32,233,273.15	\$ 399,968.36 Sales Tax for May 2024	\$ 731,568.52 *
August	\$ 23,429,017.85	\$ 518,429.80 Sales Tax for June 2024	\$ 1,833,988.72
September		Sales Tax for July 2024	NOW INCLUDES ALL YEARS DELINQUENT TAXES
October		Sales Tax for Aug. 2024	
November		Sales Tax for Sept. 2024	
December		Sales Tax for Oct. 2024	

\$ 3,345,015.35 ← 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

MONROE COUNTY MINIMUM FUND BALANCE POLICY

August 2024

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

General and Special Fund Balance MM/ICS -	
General Fund CD's	\$ 16,363,105.10
Total General Fund	\$ 6,643,685.97
	\$ 23,006,791.07

General and Special Revenue Fund Cash Balance 8/31/24

General Fund Restricted Total	\$ 623,481.85
General Fund Committed Total	\$ 112,929.32
General Fund Assigned Total	\$ 1,704,997.95
General Fund Restricted, Committed and Assigned Funds Total:	\$ 2,441,409.12

General Fund cash balance less Restricted, Committed and Assigned Funds:

\$ 8,982,191.21

Proprietary, Debt & Internal Service Funds Cash:

\$ 11,583,190.74

Proprietary, Debt & Internal Service Funds Committed:

\$ 8,815,484.02

Proprietary, Debt & Internal Service Funds Cash Less Committed:

\$ 2,767,706.72

Actual 2024 total General & Special revenue budgeted operating expenses

\$ 44,703,322.00

(X) 20%

\$ 8,940,664.40

Minimum Fund Balance %

Minimum Fund Balance Amount

General Fund Cash Balance Over/(Under) Minimum Fund Balance Amount

\$ 41,526.81

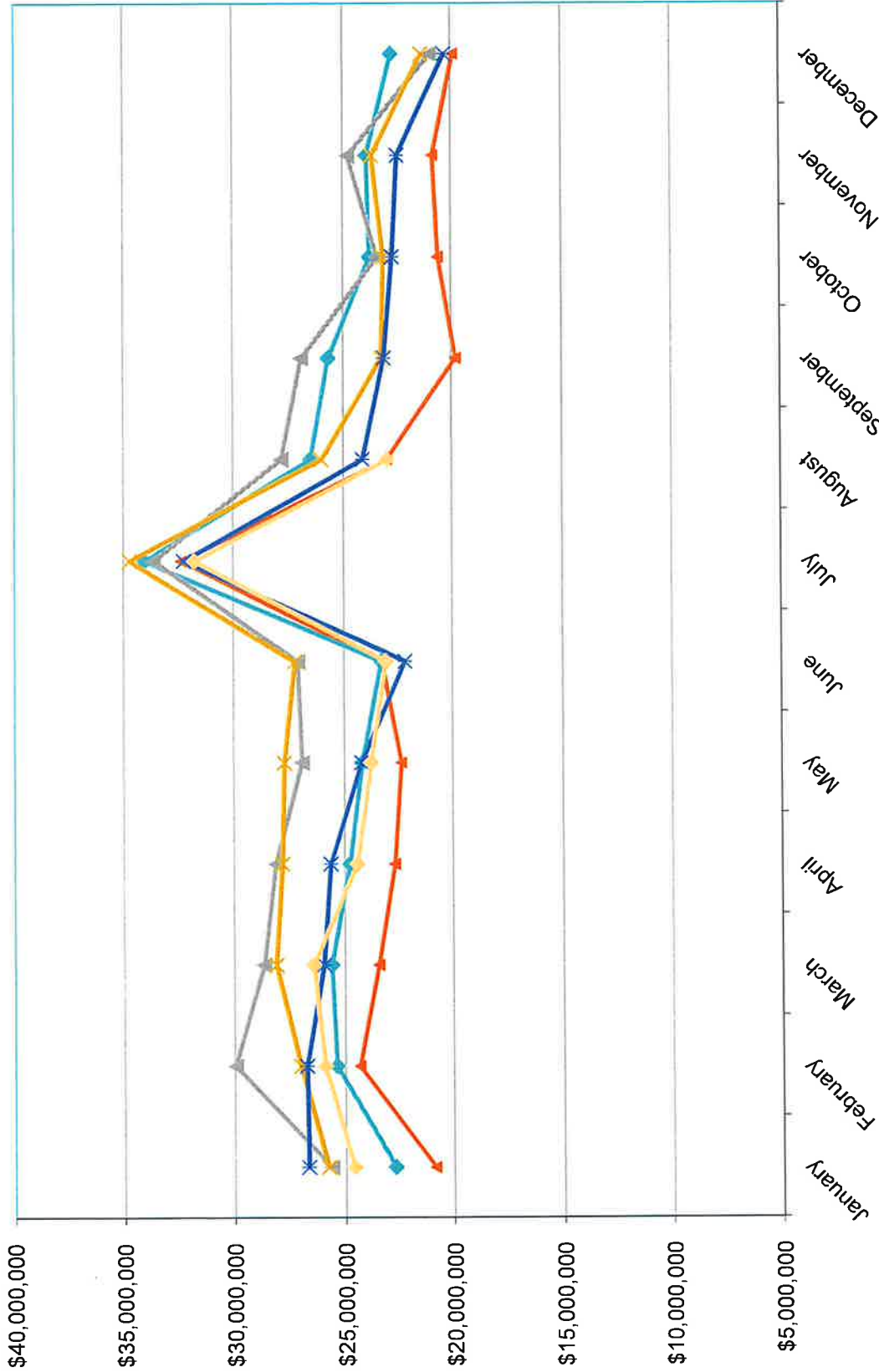
9/12/2024

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



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	\$	31,772,791	\$	(470,832)
August	\$	24,127,458	\$	23,006,791	\$	(1,120,667)
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.

9/12/2024

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	\$	85.50	
Dog Control 14195000 485000/579200	\$	68,444.70	
Justice Dept Donations 1295000 485000/579200	\$	321.21	
Veterans Service 14700000 485000/579200	\$	1,844.50	
Veterans-Suicide Prev 14700000 485005/579205	\$	5,555.00	
Park Donations 15200000 485000/579200	\$	1,252.40	
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 5791	\$	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	\$	5,575.00	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	\$	10,423.89
Youth Development Agent 15620615 579100	\$	9,527.40

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	\$	834,677.87
Nonlapsing Capital Vehicle Pool 17100169 581100	\$	369,903.59

General Fund Total **\$ 2,441,409.12**

Proprietary & Internal Service Funds

Debt Service Fund - Resolution 06-13-02	\$	1,145,487.49	
Capital Project(s) 47100000 582950	\$	410,313.53	
Nonlapsing Technology Pool 71490000 599000	\$	555,555.25	
Hwy-Capital Equipment 73310281 581000	\$	1,995,670.01	Resolution 05-24-05
Hwy-Capital Bldgs & Imprvmts 73310283 580500	\$	59,143.94	
Hwy-Capital Hwy Improvemts 73330319 534005	\$	4,649,313.80	

Proprietary, Debt & Internal Service Funds **\$ 8,815,484.02**

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:	<u>\$ 171,914.00</u>

9/12/2024

Diane Erickson Monroe County Finance Director

FINANCIAL DATA THROUGH AUGUST 31, 2024

Account Type	2023		2023		2024		2024		2024	
	Total Annual Budget	Month Actual	Annual Budget %	Month Actual	Total Annual Budget	Month Actual	Annual Budget %	Month Actual	Total Annual Budget	Annual Budget %
100 - GENERAL FUND										
0000 - UNDEFINED	9,425	0	0.00%	0	0	0	100.00%	0	0	100.00%
1000 - GENERAL GOVERNMENT	25,226,864	12,047,677	47.76%	0	25,503,492	11,366,162	44.57%	0	44,576	0.00%
1110 - COUNTY BOARD	0	0		0	0	0		0	0	
1121 - CIRCUIT COURT	248,225	238,696	96.16%	238,696	248,915	242,621	97.47%	242,621	248,915	97.47%
1122 - CLERK OF COURT	569,210	402,456	70.70%	402,456	574,335	414,866	72.23%	414,866	574,335	72.23%
1124 - FAMILY COURT COMMISSIONER	5,020	2,840	56.57%	2,840	5,000	2,540	50.80%	2,540	5,000	50.80%
1127 - MEDICAL EXAMINER	44,905	35,157	78.29%	35,157	49,237	30,544	62.03%	30,544	49,237	62.03%
1131 - DISTRICT ATTORNEY	79,171	29,977	37.86%	29,977	70,606	36,291	51.40%	36,291	70,606	51.40%
1132 - CORPORATION COUNSEL	0	0	100.00%	0	0	0	100.00%	0	0	100.00%
1141 - ADMINISTRATOR	0	0	100.00%	0	0	0	100.00%	0	0	100.00%
1142 - COUNTY CLERK	26,020	26,301	101.08%	26,301	30,675	20,626	67.24%	20,626	30,675	67.24%
1143 - PERSONNEL	0	0	100.00%	0	0	0	100.00%	0	0	100.00%
1151 - FINANCE DEPARTMENT	796,643	455,615	57.19%	455,615	817,679	492,115	60.18%	492,115	817,679	60.18%
1152 - TREASURER	12,000	3,581	29.84%	3,581	5,500	3,606	65.57%	3,606	5,500	65.57%
1160 - MAINTENANCE	1	1	100.00%	1	1,801	1	0.06%	1	1,801	0.06%
1171 - REGISTER OF DEEDS	384,647	210,266	54.66%	210,266	387,326	214,130	55.28%	214,130	387,326	55.28%
1172 - SURVEYOR	1,890	750	39.68%	750	1,500	1,200	80.00%	1,200	1,500	80.00%
1175 - LAND RECORDS	178,127	136,259	76.50%	136,259	368,377	132,511	35.97%	132,511	368,377	35.97%
1210 - SHERIFF DEPARTMENT	165,209	166,980	101.07%	166,980	104,414	123,207	118.00%	123,207	104,414	118.00%
1270 - JAIL	99,305	92,698	93.35%	92,698	127,880	92,397	72.25%	92,397	127,880	72.25%
1290 - EMERGENCY MANAGEMENT	82,938	875	-1.06%	875	82,938	1	0.00%	1	82,938	0.00%
1293 - DISPATCH CENTER	41,640	0	100.00%	0	24,165	17,475	100.00%	17,475	24,165	100.00%
1295 - JUSTICE DEPARTMENT	457,273	152,133	33.27%	152,133	456,738	141,290	30.93%	141,290	456,738	30.93%
1368 - SANITATION	139,500	62,885	45.08%	62,885	169,000	71,835	42.51%	71,835	169,000	42.51%
1419 - DOG CONTROL	185,048	155,136	83.84%	155,136	165,915	160,295	96.61%	160,295	165,915	96.61%
1470 - VETERANS SERVICE	34,833	30,278	86.92%	30,278	16,913	16,913	100.00%	16,913	16,913	100.00%
1512 - LOCAL HISTORY ROOM	90,970	20,728	22.79%	20,728	126,045	34,986	27.76%	34,986	126,045	27.76%
1520 - PARKS	231,305	177,741	76.84%	177,741	233,279	187,084	80.20%	187,084	233,279	80.20%
1530 - SNOWMOBILE	481,300	257,177	53.43%	257,177	276,865	158,523	57.26%	158,523	276,865	57.26%
1560 - UW-EXTENSION	12,564	4,218	33.57%	4,218	5,463	7,088	129.76%	7,088	5,463	129.76%
1614 - CONSERV RESERVE ENHANCE PROGR	0	0	100.00%	0	0	0	100.00%	0	0	100.00%
1670 - ECON DEV COMMERCE & TOURISM	18,337	1,000	5.46%	1,000	8,185	8,939	100.00%	8,939	8,185	100.00%
1691 - FORESTRY	175,535	96,001	54.69%	96,001	178,100	200,385	112.51%	200,385	178,100	112.51%
1694 - LAND CONSERVATION	552,978	65,919	11.92%	65,919	627,793	241,490	38.47%	241,490	627,793	38.47%
1698 - ZONING	39,824	36,586	91.87%	36,586	45,246	31,456	69.52%	31,456	45,246	69.52%
1700 - CAPITAL OUTLAY	169,800	24,401	14.37%	24,401	88,050	52,500	59.63%	52,500	88,050	59.63%
100 - GENERAL FUND Total	30,560,508	14,932,582	48.86%	14,932,582	30,801,430	14,468,125	46.97%	14,468,125	30,801,430	46.97%
213 - CHILD SUPPORT	684,166	343,458	50.20%	343,458	714,323	409,186	57.28%	409,186	714,323	57.28%
241 - HEALTH DEPARTMENT	1,510,765	807,189	53.43%	807,189	1,472,924	819,263	55.62%	819,263	1,472,924	55.62%
249 - HUMAN SERVICES	20,032,913	10,056,528	50.20%	10,056,528	18,081,746	10,647,471	58.89%	10,647,471	18,081,746	58.89%
310 - DEBT SERVICE	4,007,994	3,844,769	95.93%	3,844,769	3,618,653	2,332,864	64.47%	2,332,864	3,618,653	64.47%
410 - CAPITAL PROJECTS	1,534,623	0	100.00%	0	1,828,054	0	100.00%	0	1,828,054	100.00%
633 - SOLID WASTE	3,653,328	1,322,569	36.20%	1,322,569	5,919,142	1,704,209	28.79%	1,704,209	5,919,142	28.79%
642 - ROLLING HILLS	10,000,467	5,889,172	58.89%	5,889,172	11,726,371	5,799,214	49.45%	5,799,214	11,726,371	49.45%
714 - INFORMATION SYSTEMS	1,418,723	1,407,463	99.21%	1,407,463	1,536,986	1,527,192	99.36%	1,527,192	1,536,986	99.36%
715 - INFORMATION TECHNOLOGY POOL	697,726	81,658	11.70%	81,658	637,299	93,510	14.67%	93,510	637,299	14.67%
717 - SELF FUNDED EMPLOYEE INSURANCE	7,748,669	4,768,465	61.54%	4,768,465	8,171,545	6,883,246	84.23%	6,883,246	8,171,545	84.23%
719 - WORKERS COMPENSATION	345,320	188,801	54.67%	188,801	347,620	203,097	58.43%	203,097	347,620	58.43%
732 - HIGHWAY	20,857,740	8,864,237	42.50%	8,864,237	20,899,546	8,701,163	41.63%	8,701,163	20,899,546	41.63%
820 - JAIL ASSESSMENT	131,689	52,821	40.11%	52,821	100,000	55,885	55.89%	55,885	100,000	55.89%
830 - LOCAL HISTORY ROOM	90,970	181,252	199.24%	181,252	126,045	427,281	338.99%	427,281	126,045	338.99%
856 - M.M. HANEY TRUST	0	1	100.00%	1	0	52	100.00%	52	0	100.00%
Grand Total	103,275,602	52,740,966	51.07%	52,740,966	105,981,685	54,071,759	51.02%	54,071,759	105,981,685	51.02%

This is 8 out of 12 months

66.67%

FINANCIAL DATA THROUGH AUGUST 31, 2024

Expense

Account Type	2023		2023		2023		2024		2024	
	Total Annual Budget	Month Actual	Annual Budget %	Month Actual	Annual Budget %	Total Annual Budget	Month Actual	Annual Budget %	Month Actual	Annual Budget %
100 - GENERAL FUND										
0000 - UNDEFINED	2,078,395	1,873,852	90.16%			4,664,052	602,342	100.00%		100.00%
1000 - GENERAL GOVERNMENT	2,027,308	0	0.00%			1,083,975	0	0.00%		0.00%
1110 - COUNTY BOARD	123,555	77,003	62.32%			128,429	74,277	57.83%		57.83%
1121 - CIRCUIT COURT	677,470	373,278	55.10%			690,668	426,082	61.69%		61.69%
1122 - CLERK OF COURT	881,629	498,023	56.48%			926,174	518,520	55.99%		55.99%
1124 - FAMILY COURT COMMISSIONER	40,800	23,800	58.33%			40,800	23,800	58.33%		58.33%
1127 - MEDICAL EXAMINER	278,749	148,645	53.33%			282,786	146,548	51.82%		51.82%
1131 - DISTRICT ATTORNEY	758,760	445,415	58.70%			771,404	463,762	60.12%		60.12%
1132 - CORPORATION COUNSEL	339,538	189,960	55.95%			317,703	201,286	63.36%		63.36%
1141 - ADMINISTRATOR	243,325	152,381	62.82%			255,469	155,950	61.04%		61.04%
1142 - COUNTY CLERK	304,488	210,631	69.18%			392,806	208,355	53.04%		53.04%
1143 - PERSONNEL	406,367	191,584	47.15%			424,312	189,770	44.72%		44.72%
1151 - FINANCE DEPARTMENT	1,284,721	786,792	61.24%			1,334,733	793,714	59.47%		59.47%
1152 - TREASURER	377,641	224,080	59.34%			599,233	415,555	69.35%		69.35%
1160 - MAINTENANCE	1,221,680	684,367	56.02%			1,104,561	646,958	56.57%		56.57%
1171 - REGISTER OF DEEDS	317,601	157,770	49.68%			359,103	169,155	47.11%		47.11%
1172 - SURVEYOR	27,781	20,360	73.29%			27,781	24,098	86.74%		86.74%
1175 - LAND RECORDS	182,851	92,168	50.41%			372,405	295,956	79.47%		79.47%
1190 - CNTY INS./MRRPC/SMRT/FARM ED	566,630	689,666	121.71%			593,795	761,241	128.20%		128.20%
1210 - SHERIFF DEPARTMENT	3,580,121	2,192,352	61.24%			3,739,512	2,303,559	61.60%		61.60%
1270 - JAIL	3,260,921	1,908,930	58.54%			3,400,110	2,067,839	60.82%		60.82%
1290 - EMERGENCY MANAGEMENT	180,620	96,283	53.31%			202,235	121,277	59.97%		59.97%
1293 - DISPATCH CENTER	1,376,692	828,660	60.19%			1,487,680	869,529	58.45%		58.45%
1295 - JUSTICE DEPARTMENT	1,213,022	703,337	57.98%			1,258,192	725,116	57.63%		57.63%
1368 - SANITATION	263,120	113,419	43.11%			296,335	146,328	44.96%		44.96%
1419 - VEG CONTROL	313,543	132,350	42.21%			302,830	146,328	48.32%		48.32%
1470 - VETERANS SERVICE	238,653	133,933	56.12%			229,155	133,426	58.23%		58.23%
1511 - LIBRARY	459,426	459,426	100.00%			485,712	485,712	100.00%		100.00%
1512 - LOCAL HISTORY ROOM	252,708	126,476	50.05%			310,105	143,744	46.35%		46.35%
1520 - PARKS	223,389	117,857	52.76%			233,582	121,490	52.01%		52.01%
1530 - SNOWMOBILE	481,300	143,152	29.74%			276,865	152,859	55.21%		55.21%
1560 - UW-EXTENSION	178,008	63,965	35.93%			178,765	96,107	53.76%		53.76%
1614 - CONSERV RESERVE ENHANCE PROGR	21,420	1,701,977	6.75%			19,975	0	100.00%		100.00%
1670 - ECON DEV COMMERCE & TOURISM	1,768,020	1,701,977	96.26%			81,482	29,446	36.14%		36.14%
1681 - FORESTRY	186,857	93,321	49.94%			258,157	93,173	36.09%		36.09%
1694 - LAND CONSERVATION	1,251,112	382,194	30.55%			1,348,181	414,622	30.75%		30.75%
1698 - ZONING	166,600	91,264	54.78%			179,225	106,584	59.47%		59.47%
1700 - CAPITAL OUTLAY	3,005,685	1,189,994	39.59%			2,143,144	495,848	23.14%		23.14%
100 - GENERAL FUND Total	30,560,508	17,320,109	56.67%			30,801,430	14,757,258	47.91%		47.91%
213 - CHILD SUPPORT	684,166	426,477	62.34%			714,323	432,269	60.51%		60.51%
241 - HEALTH DEPARTMENT	1,510,765	756,014	50.04%			1,472,924	782,476	51.78%		51.78%
249 - HUMAN SERVICES	20,032,913	9,900,865	49.42%			18,081,746	11,767,987	58.68%		58.68%
310 - DEBT SERVICE	4,007,994	2,471,945	61.68%			3,618,653	2,471,964	61.31%		61.31%
410 - CAPITAL PROJECTS	1,534,623	0	100.00%			1,828,054	1,417,740	77.55%		77.55%
633 - SOLID WASTE	3,653,328	1,381,582	37.82%			5,919,142	1,831,628	30.94%		30.94%
642 - ROLLING HILLS	10,000,467	5,964,553	59.64%			11,726,371	6,877,593	58.65%		58.65%
714 - INFORMATION SYSTEMS	1,428,148	784,963	54.96%			1,536,986	1,000,567	65.10%		65.10%
715 - INFORMATION TECHNOLOGY POOL	688,301	67,212	9.76%			637,299	77,509	12.16%		12.16%
717 - SELF FUNDED EMPLOYEE INSURANCE	7,748,669	3,781,640	48.80%			8,171,545	5,059,172	61.91%		61.91%
719 - WORKERS COMPENSATION	345,320	235,501	68.20%			347,620	183,462	52.78%		52.78%
732 - HIGHWAY	20,857,740	7,063,911	33.87%			20,899,546	6,154,677	29.45%		29.45%
820 - JAIL ASSESSMENT	131,689	48,616	36.92%			100,000	95,165	95.16%		95.16%
830 - LOCAL HISTORY ROOM	90,970	20,728	22.79%			126,045	34,986	27.76%		27.76%
Grand Total	103,275,602	50,224,116	48.63%			105,981,685	52,944,453	49.96%		49.96%

This is 8 out of 12 months

66.67%

FINANCIAL DATA THROUGH AUGUST 31, 2024

Salary & Fringe Expense

Account Type	2023		2023 Actual to		2024		2024	
	Total Annual Budget	Month Actual	Annual Budget %	Total Annual Budget	Month Actual	Annual Budget %	Month Actual	Annual Budget %
100 - GENERAL FUND								
1110 - COUNTY BOARD	78,067	44,980	57.62%	80,777	37,257	46.12%	37,257	46.12%
1121 - CIRCUIT COURT	396,509	250,867	63.27%	417,496	261,252	62.58%	261,252	62.58%
1122 - CLERK OF COURT	627,543	387,084	61.68%	632,952	390,538	61.70%	390,538	61.70%
1127 - MEDICAL EXAMINER	179,594	111,465	62.06%	187,835	113,219	60.28%	113,219	60.28%
1131 - DISTRICT ATTORNEY	728,604	432,407	59.35%	740,611	452,084	61.04%	452,084	61.04%
1132 - CORPORATION COUNSEL	328,440	184,234	56.09%	308,137	197,327	64.04%	197,327	64.04%
1141 - ADMINISTRATOR	233,305	147,119	63.06%	245,403	151,384	61.69%	151,384	61.69%
1142 - COUNTY CLERK	220,705	140,602	63.71%	234,242	129,965	55.48%	129,965	55.48%
1143 - PERSONNEL	242,721	153,379	63.19%	258,971	157,891	60.97%	157,891	60.97%
1151 - FINANCE DEPARTMENT	1,214,820	723,738	59.58%	1,264,445	730,355	57.76%	730,355	57.76%
1152 - TREASURER	312,284	200,090	64.07%	361,038	213,323	59.09%	213,323	59.09%
1160 - MAINTENANCE	403,057	253,961	63.01%	403,568	271,151	67.19%	271,151	67.19%
1171 - REGISTER OF DEEDS	241,543	134,323	55.61%	225,892	143,313	63.44%	143,313	63.44%
1175 - LAND RECORDS	83,665	52,768	63.07%	87,152	54,620	62.67%	54,620	62.67%
1210 - SHERIFF DEPARTMENT	3,433,785	1,956,531	62.43%	3,265,069	2,050,075	62.79%	2,050,075	62.79%
1270 - JAIL	2,394,140	1,415,738	59.13%	2,486,768	1,537,865	61.84%	1,537,865	61.84%
1290 - EMERGENCY MANAGEMENT	147,895	91,012	61.54%	162,315	101,866	62.76%	101,866	62.76%
1293 - DISPATCH CENTER	1,147,372	663,715	57.85%	1,251,363	703,454	56.22%	703,454	56.22%
1295 - JUSTICE DEPARTMENT	808,595	505,114	62.47%	863,536	531,385	61.54%	531,385	61.54%
1368 - SANITATION	197,071	106,058	53.82%	209,071	122,547	58.61%	122,547	58.61%
1419 - DOG CONTROL	178,775	107,500	60.13%	187,030	112,892	60.36%	112,892	60.36%
1470 - VETERANS SERVICE	192,200	120,795	62.85%	199,545	123,777	62.03%	123,777	62.03%
1512 - LOCAL HISTORY ROOM	162,035	101,357	62.55%	224,539	122,298	54.47%	122,298	54.47%
1520 - PARKS	162,482	96,271	59.25%	165,552	87,066	52.59%	87,066	52.59%
1560 - UW-EXTENSION	118,921	42,957	36.12%	123,189	68,901	55.93%	68,901	55.93%
1691 - FORESTRY	65,936	42,487	64.44%	88,146	34,174	38.77%	34,174	38.77%
1694 - LAND CONSERVATION	477,516	268,739	56.28%	514,528	318,288	61.86%	318,288	61.86%
1698 - ZONING	144,886	83,357	57.53%	153,516	92,619	60.33%	92,619	60.33%
100 - GENERAL FUND Total	14,622,466	8,818,647	60.31%	15,342,686	9,310,886	60.69%	9,310,886	60.69%
213 - CHILD SUPPORT	624,209	391,981	62.80%	661,491	401,951	60.76%	401,951	60.76%
241 - HEALTH DEPARTMENT	1,304,139	701,002	53.75%	1,275,822	697,122	54.64%	697,122	54.64%
249 - HUMAN SERVICES	6,726,647	4,164,407	61.91%	7,772,951	4,745,332	61.05%	4,745,332	61.05%
633 - SOLID WASTE	166,273	105,954	63.72%	173,300	109,727	63.32%	109,727	63.32%
642 - ROLLING HILLS	6,588,341	3,718,988	56.45%	7,898,037	4,420,577	55.97%	4,420,577	55.97%
714 - INFORMATION SYSTEMS	384,684	244,174	63.47%	405,232	256,744	63.36%	256,744	63.36%
732 - HIGHWAY	4,076,762	2,594,096	63.63%	4,202,626	2,616,954	62.27%	2,616,954	62.27%
Grand Total	34,493,521	20,739,250	60.13%	37,732,145	22,559,292	59.79%	22,559,292	59.79%

This is 8 out of 12 months Insurance and 17/26 Payrolls

RESOLUTIONS AND ORDINANCES – SEPTEMBER 25, 2024

09-24-01

RESOLUTION AUTHORIZING APPLICATIONS FOR COUNTY CONSERVATION AIDS

Offered by the Natural Resources & Extension Committee

09-24-02

RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL #026-00148-5000

Offered by the Property & Maintenance Committee

09-24-03

RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL #030-00842-0000

Offered by the Property & Maintenance Committee

09-24-04

RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL #020-00516-3000

Offered by the Property & Maintenance Committee

09-24-05

RESOLUTION AUTHORIZING AMENDMENTS TO THE MONROE COUNTY DEFERRED COMPENSATION PLAN

Offered by the Administration & Personnel Committee

09-24-06

RESOLUTION CREATING MONROE COUNTY REQUEST FOR PROPOSAL (RFP) POLICY

Offered by the Administration & Personnel Committee

09-24-07

RESOLUTION AUTHORIZING CHANGES TO THE MONROE COUNTY PERSONNEL POLICY MANUAL SECTION 4.61

Offered by the Administration & Personnel Committee

09-24-08

RESOLUTION CREATING MONROE COUNTY GRANT ADMINISTRATION POLICY

Offered by the Finance Committee

09-24-09

RESOLUTION APPROVING AMENDMENT TO MONROE COUNTY CODE OF ORDINANCES, CHAPTER 14, FINANCE AND TAXATION, SECTION 14-72, PURCHASING

Offered by the Finance Committee

09-24-10

RESOLUTION ESTABLISHING HO-CHUNK FUNDS ALLOCATION FOR 2025 BUDGET

Offered by the Finance Committee

RESOLUTION AUTHORIZING APPLICATIONS FOR COUNTY CONSERVATION AIDS

1 **WHEREAS**, Monroe County is interested in obtaining cost share grants from the Wisconsin
2 Department of Natural Resources for the purpose of funding fish and wildlife habitat projects,
3 in particular, the development of outdoor recreation opportunities, habitat projects, stocking
4 projects and maintenance projects; and
5

6 **WHEREAS**, grants are fifty percent cost-sharing grants, the cost-share can be in the form of
7 funding, labor, materials and equipment; and
8

9 **WHEREAS**, Monroe County has anticipated seeking financial aid for projects by creating a
10 budget sufficient to complete the projects.
11

12 **NOW, THEREFORE, BE IT RESOLVED**, that the Monroe County Forestry & Parks
13 Administrator is authorized to act on behalf of Monroe County to:
14

- 15 1. Submit an annual application to the State of Wisconsin Department of
- 16 Natural Resources for any financial aid that may be available; and
- 17 2. Enter into a grant agreement with the WDNR; and
- 18 3. Submit reimbursement claims along with necessary supporting
- 19 documentation; and
- 20 4. Submit signed documents for completing the project; and
- 21 5. Take necessary action to undertake, direct and complete the approved
- 22 project.
23


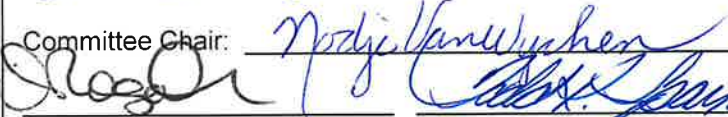
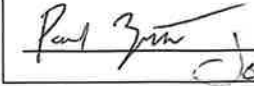


24 **BE IT FURTHER RESOLVED** that Monroe County will comply with all local, state and federal
25 rules, regulations and ordinances relating to this project and the cost-share agreement.
26

27 Offered this 25th day of September, 2024 by the Natural Resources and Extension Committee.
28

29 Purpose: To apply for and receive County Conservation Aids annually for funding fish and
30 wildlife habitat projects, in particular, the development of outdoor recreational opportunities,
31 habitat projects, stocking projects and maintenance projects.
32

33 Fiscal Note: This resolution will allow Monroe County to apply for County Conservation Aids
34 which will be a 50% cost-share of approximately \$2,500.00 on an annual basis. Funding for
35 the grant comes from the sale of hunting and fishing licenses and state sales tax on hunting and
36 fishing equipment. A simple majority of the board of supervisors is required for approval.

Drafted by: Chad Ziegler, **Forestry & Parks Administrator**

Reviewed as to form on <u>9/18/2024</u>  Lisa Aldinger Hamblin, Corporation Counsel	Committee of Jurisdiction Forwarded on: <u>9-9</u> 20 <u>24</u> <u>5</u> Yes <u>0</u> No <u>0</u> Absent Committee Chair:    
Finance Vote (If required): <u>4</u> Yes <u>0</u> No <u>1</u> 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 County Board of Supervisors at the meeting held on _____ _____ SHELLEY R. BOHL, MONROE COUNTY CLERK (A raised seal certifies an official document)
<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20____ _____ Yes _____ No _____ Absent	



COUNTY CONSERVATION AIDS

County conservation grants provide financial assistance to enhance county/tribal fish and wildlife programs.

This Fish and Wildlife Management Grant Program was created to assist counties in the improvement of the fish and wildlife resources. The fund was established by the Wisconsin Legislature in 1965 as an alternative to bounty payments on coyote, foxes and bobcats. Every year since the bounty program was canceled, a state allocation equal to the average annual bounty payment has been earmarked as matching money for a growing list of county-sponsored fish and wildlife habitat projects.

After the state budget is approved, funds are allocated to each county in proportion to the ratio of the size of each county to the total area of the state.

READ PROGRAM GUIDANCE BEFORE COMPLETING AN APPLICATION [Program Guidance & Instructions for Applying \[PDF\]](#)! The deadline for CCA applications is October 1.

****If you are having problems opening forms, please visit our [PDF Help page](#)****

[Who can apply](#) [Eligibility](#) [Allocation](#) [Applying](#) [Reimbursement](#) [Forms](#) [Laws](#) [Contact](#)

ELIGIBLE APPLICANTS

County and tribal governing bodies participating in the county fish and wildlife programs are eligible for this program.

Category Project Description Codes

- 1 Development project** -- The development of structures, utilities, facilities or landscaping necessary for outdoor recreation use of an area
 - 1A new trails
 - 1B new fish cribs
 - 1C stream crossing
 - 1D kayak and boat launches or dock
 - 1E gun range development
 - 1F parking lot development
 - 1G constructing new fishing piers
 - 1H new boat launch ramp
 - 1J new accessibility upgrades
- 2 Habitat projects** -- The implementation of a specific activity or set of activities to restore or enhance wildlife or fish habitat, natural communities or shorelines



- 2B prairie planting
- 2C food plots
- 2D stream restoration
- 2E streambank stabilization
- 2G dredging
- 2H prairie restoration
- 2J mowing
- 2K invasive species removal
- 3 Stocking projects** -- The placement of fish or wildlife into their natural environment to improve population numbers.
 - 3A fish stocking
 - 3B wildlife stocking
- 4 Maintenance projects** – Repair or refurbishment of structures, fixtures, or substrates to restore to functional condition in a routine, scheduled, or anticipated fashion
 - 4A repairs to trails
 - 4B repairs to culverts
 - 4C flowage maintenance
 - 4D barrens maintenance
 - 4E gun range repairs
 - 4F repairs to boat docks/ boat launch ramps
 - 4G accessibility upgrades
- 5 Miscellaneous projects** -- Any project that does not fit in categories 1 through 4.

ANNUAL ALLOCATION OF STATE FUNDS

After the state budget is approved, funds are allocated to each county in proportion to the ratio of the size of each county to the total area of the state.

The revenue to operate the program comes from the sale of hunting and fishing licenses and state sales tax on hunting and fishing equipment. The program allocates funds to each county in proportion to the ratio of the size of each county to the total area of the state. After annual allocation, unused funds revert to five regions available to county and tribal government within region boundaries.

ANNUAL ALLOCATION

The statewide allocation for the current fiscal year is \$148,500. Funds were allocated as indicated in the following table.

County	Allocation (\$)	County	Allocation (\$)	County	Allocation (\$)
Adams	1,713	Iowa	2,030	Polk	2,577
Ashland	2,576	Iron	2,060	Portage	2,175
Barron	2,372	Jackson	2,664	Price	3,432
Bayfield	3,993	Jefferson	1,560	Racine	914
Brown	1,396	Juneau	2,142	Richland	1,558
Buffalo	1,899	Kenosha	742	Rock	1,927
Burnell	2,348	Kewaunee	884	Rusk	2,452
Calumet	840	La Crosse	1,251	St. Croix	1,988
Chippewa	2,806	Lafayette	1,715	Sauk	2,245
Clark	3,271	Langlade	2,328	Sawyer	3,463

Monroe County Allocation = \$2,442.00

RESOLUTION NO. 09-24-02

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NO. 026-00148-5000

1 WHEREAS, Monroe County obtained the property located in the Town of Little Falls, identified by tax
2 parcel no. 026-00148-5000, 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 Daniel Rommelfanger and Melissa Dupont, in the amount of \$10,856.00 and
6 recommends its acceptance.
7

8 NOW THEREFORE BE IT RESOLVED, By the Monroe County Board of Supervisors that they do hereby
9 set the value at \$10,856.00 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 Daniel Rommelfanger and Melissa Dupont and/or assigns for the above-noted
13 sale price, said property being described as:
14

15 A parcel of land located in the Southwest Quarter of the Southwest Quarter, Section 7, Township 19 North, Range
16 4 West, Monroe County, Wisconsin, more particularly described as follows: Commencing at the Southwest corner
17 of Section 7, thence North 89°19'28" E along the South line of the Southwest Quarter of Section 7, 39.10 feet to
18 the Southeasterly right-of-way of Acorn Avenue (Town Road) and the point of beginning; thence North 31°45'52"
19 E along the said right-of-way line 339.03 feet; thence South 58°14'8" E to the South line of Section 7, thence
20 Westerly along the South line of said Section 7 to the point of beginning.

Dated this 25th day of September, 2024.

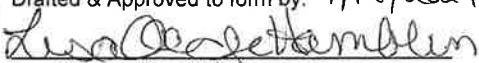
OFFERED BY THE PROPERTY & MAINTENANCE COMMITTEE:

Fiscal note: The sale of this property will return \$10,856.00 to Monroe County.

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

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

Committee of Jurisdiction Forwarded on: September 11, 20 24
4 Yes 0 No 1 Absent

Drafted & Approved to form by: 9/18/2024

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. 09-24-03

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NO. 030-00842-0000

1 WHEREAS, Monroe County obtained the property located in the Town of Oakdale, identified by tax parcel
2 no. 030-00842-0000, 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 Levi T and Fannie S. Kauffman, in the amount of \$120.00 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 \$120.00 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 Levi T. and Fannie S. Kauffman and/or assigns for the above-noted sale price,
13 said property being described as:
14

15 All that part of the Southeast Quarter of the Southeast Quarter lying East of County Trunk Highway N of Section
16 32, Township 17 North, Range 1 East, Town of Oakdale, Monroe County, Wisconsin, LESS AND EXCEPT
17 beginning at the Northeast corner of the Southeast Quarter of the Southeast Quarter of Section 32, Township 17
18 North, Range 1 East, thence running West 20 rods, thence running Southeast along the creek 18 rods, thence
19 due East 11 rods, thence North on Section line 16 rods to the point of beginning.
20

21 Subject to an easement to North-West Telephone Company dated February 14, 1977, and recorded on February
22 28, 1977, in Volume 76 of Misc., Page 13, as Document No. 329964.

Dated this 25th day of September, 2024.

OFFERED BY THE PROPERTY & MAINTENANCE COMMITTEE:

Fiscal note: The sale of this property will return \$120.00 to Monroe County.

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

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

Committee of Jurisdiction Forwarded on: September 11 20 24
4 Yes 0 No 1 Absent

Drafted & approved to form by: 9/18/2024
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. 09-24-04

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NO. 020-00516-3000

1 WHEREAS, Monroe County obtained the property located in the Town of LaGrange, identified by tax
2 parcel no. 020-00516-3000, 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 Scott Kyser, in the amount of \$17.50 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 \$17.50 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 Scott Kyser and/or assigns for the above-noted sale price, said property being
12 described as:
13

14 All that part of the Southwest Quarter of the Southeast Quarter of Section 17, Township 18 North, Range 1 West,
15 Town of La Grange, Monroe County, Wisconsin, described as follows: Being lands Northerly of Emblem Avenue
16 road right of way, Easterly of lands described in Document No. 441635 and Southerly and Westerly of lands
17 described in a Certified Survey Map, recorded in Volume 10 of CSMs, page 195, as Document No. 448048.

Dated this 25th day of September, 2024.

OFFERED BY THE PROPERTY & MAINTENANCE COMMITTEE:

Fiscal note: The sale of this property will return \$17.50 to Monroe County.

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

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

Committee of Jurisdiction Forwarded on: September 11, 20 24
4 Yes 0 No 1 Absent
Committee Chair: _____

Drafted & approved to form by: 9/18/2024
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 AUTHORIZING AMENDMENTS TO THE MONROE COUNTY DEFERRED COMPENSATION PLAN

1 **WHEREAS**, resolution 69-83 authorized Monroe County to adopt the National Association of Counties
2 Deferred Compensation Program through Nationwide for the voluntary participation of all eligible county
3 employees; and
4

5 **WHEREAS**, Monroe County has become aware of recommended amendments to clean up and enhance
6 our Deferred Compensation Plan by our retirement specialist; and
7

8 **WHEREAS**, Monroe County believes it is in the best interest of the employees to allow Roth Elective
9 Deferrals with the Monroe County Deferred Compensation Plan allowing new staff to rollover contributions from
10 previous external plans and current staff the flexibility of post-tax contributions; and
11

12 **WHEREAS**, going forward all agreement language will be adjusted to allow for Monroe County eligible
13 participants only; and
14

15 **WHEREAS**, all contributions made to the Monroe County Plan are employee contributions. Agreement
16 language will be adjusted to be most advantageous to employees regarding retirement age and eligibility for
17 withdrawal of funds; and
18

19 **WHEREAS**, Monroe County wishes to appoint IRON Fiduciary Investment Services as an Investment
20 Advisor and Investment Manager to the Plan to act as a fiduciary in good faith and with the degree of diligence,
21 care and skill that a prudent person rendering similar services would exercise under similar circumstances with
22 respect to the selection and retention of the Plan's Designated Investment Alternatives.
23

24 **NOW, THEREFORE, BE IT RESOLVED** by the Monroe County Board of Supervisors that they do hereby
25 authorize the Monroe County Administrator and Human Resource Director to sign the needed documents to
26 amend the County's Deferred Compensation Plan to clean up unnecessary options such as Independent
27 Contractors and Fire Protection employees, and allow for Roth Elective Deferrals.
28

29 **BE IT FURTHER RESOLVED**, by the Monroe County Board of Supervisors that they do hereby authorize
30 the Monroe County Administrator and Human Resources Director to sign the needed documents to add the IRON
31 Fiduciary Investment Services as an Investment Advisor and Investment Manager to our Plan.



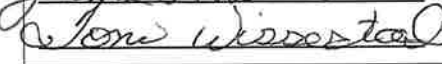

Dated this 25th day of September, 2024.

Offered By The Administration and Personnel Committee.

Fiscal note: No impact to Monroe County budget.

Statement of purpose: To authorize Human Resources and County Administration to sign amended Deferred Compensation Adoption Agreement Plan and documents appointing IRON Fiduciary Investment Services as an Investment Advisor and Investment Manager to the Plan.

Drafted by Tina Osterberg, County Administrator

Finance Vote (If required): <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent	Committee of Jurisdiction Forwarded on: <u>September 10</u> , 2024 VOTE: <u>5</u> Yes <u>0</u> No <u>0</u> Absent
Approved as to form: <u>9/18/2024</u>  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 CREATING MONROE COUNTY REQUEST FOR PROPOSAL (RFP) POLICY

1 **WHEREAS**, the Monroe County Administration and Personnel Committee recommends approval of the attached
 2 Monroe County Request for Proposal (RFP) Policy as proposed by the County Administrator; and
 3
 4 **WHEREAS**, the policy establishes uniform policies and procedures to be used when purchasing public works
 5 projects and professional services for \$20,000 or more with sealed bids; and
 6
 7 **WHEREAS**, the policy also identifies roles and responsibilities of those involved in the sealed bid process.
 8
 9 **NOW, THEREFORE, BE IT RESOLVED**, the Monroe County Board of Supervisors hereby approves effective this
 10 date the proposed Monroe County Request for Proposal (RFP) Policy.

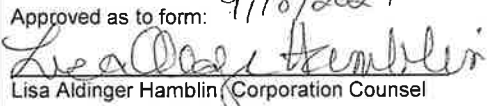

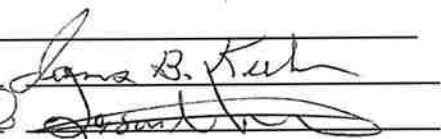
Dated this 25th day of September, 2024.

Offered by the Administration and Personnel Committee.

Fiscal Note: No direct costs, any costs associated with the advertisement of sealed bid will be charged to the project or professional service.

Statement of purpose: To approve the Monroe County Request for Proposal (RFP) Policy to go into effect immediately.

Drafted by Tina Osterberg, County Administrator

<p>Finance Vote (If required): ___ Yes ___ No ___ Absent</p> <p>.....</p> <p>Approved as to form: <u>9/18/2024</u>  Lisa Aldinger Hamblin, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>September 10</u>, 20<u>24</u> VOTE: <u>4</u> Yes <u>1</u> No <u>0</u> Absent</p> <p>Committee Chair:  <u>Jana B. Kuhn</u> </p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____</p> <p>County Board Vote on: _____ 20____ ___ Yes ___ No ___ Absent</p>	<p>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 _____.</p> <p>_____ SHELLEY R. BOHL, MONROE COUNTY CLERK A raised seal certifies an official document.</p>

COUNTY OF MONROE, WISCONSIN

REQUEST FOR PROPOSAL (RFP) POLICY

OVERVIEW

The Request for Proposal (RFP) Policy shall comply with The Monroe County Code of Ordinances, Chapter 14, Finance and Taxation, Section 14-72 Purchasing Policy and Procedures and Accounting and Financial Policies and Procedures Manual.

Monroe County shall comply with the following purchasing thresholds for all public works and professional services projects.

PURCHASING THRESHOLDS

The following method shall determine the method of solicitations and process to implement.

1. **Purchases less than \$5,000.** Made or authorized by department head. Purchases wherein the total purchase price amounts up to \$5,000.00 or less from any line item that is part of their approved budget subject to availability of funds.
2. **Purchases made \$5,000-\$19,999.** Three documented price quotes are required. As part of the review process the staff member/project manager requesting the quotes shall document and report all quotes to County Administration.
3. **Purchases \$20,000 or more Sealed Bids.** Sealed Bids will be required and there is to be a class 1 public notice published in the County's official newspaper. Department Head/Project Manager shall obtain approval from committee of jurisdiction to enter into a sealed bid process. See Administration Oversight Section for continued processes and requirements. Upon the deadline of the sealed bids the department head shall open the sealed bids with at least one other Monroe County staff member present and create a bid sheet to be submitted to the oversight committee. As part of the review process the staff member requesting the bid shall state his/her recommendation to the oversight committee for which bid to accept, why, and identify the line item of the budget from which funds will be drawn when the County is invoiced for the purchases. Upon recommendation of the most advantageous bid by the department head the oversight committee will make a final decision in regards to the recommendation. The following steps may be part of the sealed bid process:
 - a) Responsible Bidder Criteria: In order to be a responsible bidder for purposes of being awarded a public works contract or a professional services contract in excess of \$500,000, the contractor/vendor must complete the County of Monroe, Wisconsin Bidder's Statement of Qualifications form. Monroe County has the right to determine and identify if such requirement is needed for projects less than \$500,000 and shall be identified within the RFP at their discretion. To be an approved responsible bidder a formal written decision shall be provided by Monroe County.
 - b) Exceptions: County Authorization and Capital Outlay Purchases are exempt if approved by County Board resolution or ordinance, or State Statute or bid is covered by state contract pricing.
 - c) All State and Federal Grant Authorizations are approved by the County board by the annual budget process, resolution or budget adjustment.
 - d) When the procurement involves the expenditure of State and Federal assistance of contract funds, the procurement shall be conducted in accordance with any mandatory applicable State and Federal law and regulations. Nothing in this policy shall prevent any County employee from complying with the terms and conditions of any grant, gift, or bequest that is otherwise consistent with law.

NON-COMPETITIVE PURCHASES (SOLE SOURCE) EMERGENCIES:

Where equipment, materials, parts, and/or services are needed, quotations will not be necessary if the health, welfare, safety, etc., of staff and protection of County property is involved. If a levy-funded outlay item is purchased under the emergency procedure, and is not included on the outlay list approved at budget time, a revision of that department's outlay list must be approved through a Budget Adjustment or Repurpose of Funds action. The reasons for such purchases will be documented in the procurement file.

Emergency purchases shall only be made to:

1. Prevent delays in construction or delivery of essential services
2. To meet emergencies that may cause a financial harm to public property or other public assets
3. To meet emergencies that may cause financial harm to people or private assets
4. To stay an immediate threat to the health or safety of the public and employees

Emergency purchases specific to those outlined in this section are to be approved by the County Administrator or the County Board Chair.

EXCEPTIONS

Departments that have State and Federal required contract process obligations not consistent with Monroe County purchasing policy above such as Health, Highway and Human Services, etc. shall be exempt from the Monroe County RFP Policy process on those specific products or services only. The purchases for the required State and Federal obligatory contract services shall be identified as such and kept on record. All other funding sources must adhere to all of the Monroe County ordinances and policies.

GRANT RFP POLICY

Grant awards that are contracting services or purchasing item(s) shall follow the Monroe County Accounting & Financial Policies and Procedures Manual and RFP Policy.

ADMINISTRATION OVERSITE

1. Administration coordinates the entire RFP process with the department head or project manager for any RFP in 3a or 3b below. This may include the assistance in the compilation of the RFP, project timeline, advertisement publishing, deadlines, addenda, written questions, bid opening, award notifications, publication invoices, etc. The Monroe County Highway Department is exempt from Administration Oversight; but shall file a copy of the RFP to the Administration Department prior to the letting.
2. Administration shall administer the Monroe County DemandStar e-procurement solution site to increase bid responses, productivity and accessibility. Monroe County shall have one single account and departments are not authorized to create individual accounts. All bid solicitations shall be advertised on this portal except for the Monroe County Highway Department.
3. Monroe County shall have three RFP Templates used for solicitations:
 - a. Public Works
 - b. Professional Services
 - c. Purchases of Goods
4. Any RFP that is required for compilation of next years proposed budget must notify administration with details no later than March 31.
5. Departments should be discussing next year's budgeted RFP's during the budget process for proposed scheduling and timeline completion. To engage in the RFP process, Department Head/Project Manager shall obtain approval from the committee of jurisdiction.
6. Upon adoption of next year's budget, Departments shall provide all details for the RFP to Administration in a timely manner based on the proposed schedule. Department/Project Manager shall be responsible to submit any requested document (s), adhere to any necessary deadline or attend any RFP meeting as requested by Administration. It is the department head/project manager responsibility to assist as needed in the compilation of said RFP.
7. Department Head/project manager will be required to review and approve final RFP draft prior to County Administrator and Corporation Counsel Review.
8. County Administrator and Corporation Counsel shall review and approve the final RFP draft prior to publication.
9. All vendor/contractor questions in relation to the RFP must be submitted in writing. Questions received less than seven (7) days prior to bid opening may not be answered. Interpretations or clarifications considered necessary by owner in response to such questions will be issued by addenda posted to the Monroe County Website. Addenda may be issued to clarify, correct, or change the bidding documents as deemed advisable by owner. All information relayed between vendor and Department Head/project manager must be submitted to Administration for proper postings and notifications.
10. Upon the deadline of the sealed bids the department head/project manager shall open the sealed bids with at least one other Monroe County Administration staff member present. A bid tabulation form shall be drafted by Administration and returned to the Department Head/Project Manager to supply to the committee of jurisdiction. Signed recommendation and award bid tabulation shall be returned to Administration.
11. Administration shall complete the awarding of the vendor/contractor. After the award is acknowledged, Administration shall work with the department head/project manager and vendor/contractor to produce the contract in relation to the RFP. Contract shall be reviewed and approved with the County Administrator and Corporation Counsel prior to the execution of documents.
12. Administration documents time allocated on each RFP Project.
13. Note: RFP/Contract process averages 4 - 6 months from start to finish.

RFP RELATED DOCUMENTS

Request for proposals shall have some or all of the following documents attached within:

1. County of Monroe, Wisconsin Advertisement For Bid
2. County of Monroe, Wisconsin Request For Proposal
3. County of Monroe, Wisconsin Bidder's Qualification Statement
4. County of Monroe, Wisconsin Tabulation of Subcontractors
5. County of Monroe, Wisconsin Conditions of Access Waiver
6. County of Monroe, Wisconsin Equipment and Labor Rates
7. County of Monroe, Wisconsin RFP Statement
8. County of Monroe, Wisconsin Standard Terms and Conditions

RESOLUTION AUTHORIZING CHANGES TO THE MONROE COUNTY PERSONNEL POLICY MANUAL SECTION 4.61

1 **WHEREAS**, the Monroe County Administration and Personnel Committee, recommends approval of the
 2 Personnel Policy Manual changes proposed by the Human Resources Director throughout section 4.61 Infectious
 3 Disease Policy as referenced on the attached document; and
 4
 5 **WHEREAS**, to update the policy manual by moving the language from Appendix N into the body of the
 6 personnel policy manual in section 4.61 labeled as the Infectious Disease Policy; and
 7
 8 **WHEREAS**, this would remove the need for Appendix N, and keep the established language specific to only
 9 section 4.61.
 10
 11 **NOW, THEREFORE BE IT RESOLVED** by the Monroe County Board of Supervisors hereby approves effective
 12 this date the proposed Personnel Policy Manual changes as set out in the attached document, to move Appendix N to
 13 become section 4.61, to go into effect immediately.

Dated this 25th day of September 2024.

Offered by the Administration and Personnel Committee.

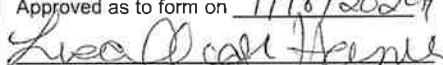
Fiscal note: No direct costs.

Purpose: Approve changes to Personnel Policy Manual in section 4.61 to go into effect immediately to comply with the recommendations of the Human Resources Director.

Drafted by: Ed Smudde, Human Resources Director

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

Committee of Jurisdiction Forwarded on: September, 2024
 ___ 5 ___ Yes ___ 0 ___ No ___ 0 ___ Absent

Approved as to form on 9/18/2024

 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.

4.61 INFECTIOUS DISEASE POLICY

- (1) The purpose of this plan is to provide guidance to Monroe County Department Heads and employees on Monroe County's plan for responding to any public health emergency. This policy language will only be put into action when a serious public health concern is determined by the Monroe County Health Director/Officer in accordance with the County Administrator.

Administration of Infectious Disease Policy:

- (a) Once a determination has been made and approved by the Monroe County Health Director/Officer and County Administrator, an official announcement will be given to all Monroe County employees as to what the expectations and guidelines will be for the public health emergency.
- (b) All communication will be sent by the Monroe County Human Resources Department.
- (c) Any requirements of ~~social distancing, face coverings or masking,~~ methods of control and precautionary measures will be outlined in detail to assist all staff with expectations and compliance in reference to this policy. ~~or any other precautionary matters will be outlined in detail to assist all staff with expectations and compliance in reference to this policy.~~

This plan is to provide clarity and guidance regarding taking time off during the public health emergency. Our goal is to give our staff a few options to help them navigate through this difficult time.

What does this mean for Monroe County Employees?

- (2) Employees are expected to follow the guidance listed below:

- (a) Any staff that may be experiencing one or more of the symptoms directly related to the serious public health concern should remain home until cleared by a medical provider or the Monroe County Health Department.
- ~~(b) If a mask or face covering requirement for certain buildings is put in place, staff working outdoors with the ability to social distance from other individuals will not be required to wear a mask.~~
- ~~(c) Those who fail to comply with this policy will be subject to discipline per the Monroe County Personnel Policy.~~
- (bd)** ~~Some departments and buildings may have additional requirements above and beyond this policy, which may state face coverings are required (example: Rolling Hills). Department Heads have the authority to implement these requirements.~~ Departments and buildings may implement additional methods of control in order to protect the health of staff and residents.

- (3) Staffing

- (a) Department Heads that wish to implement alternate scheduling are authorized to do so. Due to these measures, staff may be working rotating schedules with a combination of telework and office time. It is recommended that you contact the Human Resources Department regarding the need to take leave due to public health emergency related circumstances.

(4) Leave Options

- (a) For those who need to take time off due to public health emergency related circumstances, whether it be personal illness or childcare, will have the following options to consider.
- (b) Compensation during any public health emergency related leave will be through the use of earned vacation, sick time, floating holiday, comp time or leave without pay. Employee's will have the choice of the accrual bank or leave without pay during any circumstances directly related to the public health emergency, whether it is a quarantine order, positive test result, own serious illness, or care for an immediate family member. During this process the required certification from a health care facility will be waived unless there is cause to believe the employee falsified the request and this will be evaluated on a case-by-case basis. Determination if telework would be an alternative to accrual usage would be dictated by the Department Head. Certain departments may have more strict enforcement in order to adhere to state and other guidelines (e.g., health care or other type of facility).
- (c) Employees shall notify their manager of any leave being taken. All employees taking leave must contact their manager or the Human Resources Department for accrual bank usage wishes. If staff do not specifically communicate accrual bank usage to their manager or the Human Resources Department, their time will be charged as such:

 1. Vacation
 2. Sick Time
 3. Floating Holiday
 4. Comp Time (if applicable)
 5. Leave without pay

(5) Process

All requests for any leave options must be completed on the appropriate Personnel Leave Request Form as maintained by the Monroe County Personnel Human Resources Department.

(6) When to Stay Home from Work

- (a) Many times, with the best of intentions, employees report to work even though they feel ill. The County provides paid sick time and other benefits to compensate employees who are unable to work due to illness, including Family & Medical Leave Act leave, and leave without pay.
- (b) During an infectious disease outbreak, it is critical that employees do not report to work while they are ill and/or experiencing one or more of the symptoms directly related to the serious public health concern should remain home until cleared by a medical provider or the Monroe County Health Department. Currently, the Centers for Disease Control and Prevention recommends that people with an infectious illness such as the flu remain at home until at least 24 hours after they are free of fever (100 degrees F or 37.8 degrees C) or signs of a fever, without the use of fever-reducing medications. Employees who report to work ill will be sent home in accordance with these health guidelines.
- (c) When you communicate to your department head or designated department contact that you are sick or concerned about coming to work, you will be asked to report the following types of information:

 1. Are you staying home because you are sick, or because you are caring for someone else who is sick?
 2. Does the illness present flu-like symptoms (fever, cough, sore throat, headache/body aches), or something else?
 3. If it is flu-like symptoms, do you have any reason to believe you may have contracted COVID-19 or any other communicable or infectious disease per a public health emergency?

If you are experiencing flu-like symptoms, please call and consult with your medical provider. If you are exhibiting some symptoms but are not sure whether you should stay home, please stay home and consult your medical provider via telephone for additional guidance.

Given the potential seriousness and magnitude of a public health emergency, our goal is to remove as many barriers as possible for staff to be able to stay home if they are exhibiting symptoms or otherwise have reason to believe they may have been infected. In addition, a Department Head or designated department supervisor, in consultation with the Monroe County Health Department, may send an employee home who reports to work exhibiting signs of illness as described below:

1. The employee is exhibiting flu-like symptoms.
2. Someone in the employee's family or household is exhibiting flu-like symptoms.
3. The employee has been exposed to someone who is being quarantined due to suspicion of or potential exposure to COVID-19 or other communicable or infectious disease per a public health emergency.

(7) **If staff are sent home by a supervisor, they will have the option to use earned vacation, sick time, floating holiday, comp time or leave without pay.**

- (a) In these circumstances, dates or timeframes could vary on a case-by-case basis and will be reviewed with the Human Resources Department under the advisement of the Monroe County Health Department. During this process, the required certification from a health care facility will be waived unless there is cause to believe the employee has falsified the request and this will be evaluated on a case-by-case basis. Determination if telework would be an alternative to accrual usage would be dictated by the Department Head. Certain departments may have more strict enforcement in order to adhere to state and other guidelines for (e.g., health care or other type of facility).
- (b) Employees shall notify their supervisor of any leave being taken. All employees taking leave must contact their manager or the Human Resources Department for accrual bank usage wishes. If staff do not specifically communicate accrual bank usage to their manager or the Human Resources Department their time will be charged as such:
 1. Vacation
 2. Sick Time
 3. Floating Holiday
 4. Comp Time (if applicable)
 5. Leave without pay
- (c) County travel must be approved by the department head prior to any travel for conducting County business or operations.
- (d) County travel required for a court proceeding, a bona fide law enforcement purpose, or by the medical examiner for a death investigation, is exempt from the restriction above.

(8) **School or Daycare Closure**

- (a) Any employee that must miss work due to school or daycare closures will be required to use their accrued vacation, sick time, floating holiday, comp time, or leave without pay within the guidelines established within this policy if leave is in direct relation to a public health emergency.
- (b) Taking leave without pay under this section will not affect accruals of benefits provided by the County. For tracking purposes, the Department Head or Supervisor shall have the employee complete the proper form and report the time on their timesheet accordingly for approval.
- (c) Departments are encouraged to be flexible, if possible, with hours of work for staff members to continue to complete tasks. We ask all staff to be in communication and ensure approval through their manager before taking time off.

(9) **Reporting to Work**

- (a) Employees should continue to report to work unless directed otherwise. As County employees, we have an obligation to maintain services to the extent possible during an emergency. We will be making every effort to reduce exposure in our workplace.
- (b) Employees who fail to come to work without supervisor approval in a public health emergency will be treated as if they failed to come to work at any other time and may be subject to disciplinary action, up to and including termination.
- (c) Employees must work as assigned unless granted leave. Employees may be required to assist in performing work for absent or ill co-workers to ensure that the County is able to provide essential services. The County will attempt to provide the appropriate protective measures to employees assigned to work in a public health emergency situation that would put them at greater risk of exposure than the typical interactions encountered in conducting normal life activities.

(10) **Physical Distancing**

Physical distancing includes any actions taken to limit contact with others. General actions we may direct departments to take include:

- (a) Limiting face-to-face meetings: To the greatest extent possible, you should consider how to limit face-to-face meetings, including using email, phone conferences, or videoconferencing when possible. Consider whether any meetings, either within the department or within the community, can be cancelled/rescheduled or conducted remotely with the use of technology. ~~Our default position should be that in-person meetings will be cancelled unless there is a compelling need to meet in person.~~ If additional technology conferencing tools are needed, please reach out to the IT Director and County Administrator for approval of such need.

(11) **Office Closure**

Complete County department/office closure will only be authorized by the County Administrator, with the guidance of Public Health Officials.

Exceptions to Monroe County Policies and Procedures and this Infectious Disease Policy may be considered and approved by the County Administrator on a case-by-case basis during a public health emergency.

RESOLUTION CREATING MONROE COUNTY GRANT ADMINISTRATION POLICY

1 **WHEREAS**, the Monroe County Finance Committee recommends approval of the attached Monroe County Grant
2 Administration Policy as proposed by the Finance Director; and
3
4 **WHEREAS**, the policy establishes uniform policies and procedures to be used when applying for, accepting and
5 administering grant funds; and
6
7 **WHEREAS**, the policy also identifies roles and responsibilities of those involved in grant management.
8
9 **NOW, THEREFORE, BE IT RESOLVED**, the Monroe County Board of Supervisors hereby approves effective this
10 date the proposed Monroe County Grant Administration Policy.

Dated this 25th day of September, 2024.

Offered by the Finance Committee.

Fiscal Note: No direct costs, any grant funds receive will be included in the annual budget or accepted by the Resolution or Budget Adjustment process.

Statement of purpose: To approve the Monroe County Grant Administration Policy to go into effect immediately.

Drafted by: Diane Erickson, Finance Director

<p>Finance Vote (if required): ____ Yes ____ No ____ Absent</p> <p>.....</p> <p>Approved as to form: <u>9/18/2024</u> <u>Lisa Aldinger Hamblin</u> Lisa Aldinger Hamblin, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>September 18, 2024</u> VOTE: <u>5</u> Yes <u>0</u> No <u>0</u> Absent</p> <p>Committee Chair: <u>[Signature]</u> <u>[Signature]</u> <u>[Signature]</u> <u>[Signature]</u> <u>[Signature]</u></p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____</p> <p>County Board Vote on: _____ 20____ ____ Yes ____ No ____ Absent</p>	<p>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 _____.</p> <p>_____ SHELLEY R. BOHL, MONROE COUNTY CLERK A raised seal certifies an official document.</p>

Monroe County Grant Administration Policy

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INTRODUCTION

Monroe County's Grant Administration Policy (MCGAP) establishes uniform policies and procedures to be standard throughout the "County" and to be used when applying for, accepting and administering federal, state, county, private foundation and corporate grants. For the purpose of this document a grant is defined as any contribution, award or gift of federal or state dollars or other federal or state assets, distributed directly from the Federal Government or through an intermediary agency such as the County, the State, a corporation or a private foundation that has to be applied for and may or may not be received. A funding allocation that is received routinely is not considered a grant for the purpose of this Policy. Grant agreements usually specify the maximum amount of funding, the scope of the work to be done, and the grant period (e.g. single or multi-year) as well as any special conditions applicable to the program. Monroe County Highway Department operates under WI Statutes pertaining to county highway departments and is exempt from MCGAP.

This document describes the grant administration process and identifies the roles and responsibilities of those involved in grant management: Grant Project Manager, Department Heads, Committees of Jurisdiction, Corporation Counsel, County Board, Finance and other departments.

MCGAP identifies specific departments and employees that are routinely involved in the administration of grants. However, this policy applies to all personnel who are programmatically or fiscally responsible for developing, implementing, administering and/or reporting grant activity. It is essential for all County departments and personnel to adhere to all applicable federal, state and local laws, regulations, contract/grant agreements, as well as the grant policies and procedures outlined in the MCGAP, while administering grant-funded programs.

Non-compliance may result in the county being sanctioned and being liable. Incorrect or irreconcilable financial activity and account balances recorded in the County's financial management system may adversely affect the integrity of County financial reports and financial information reported to the grantor agency and the public. Lastly, it is necessary to help ensure the County is receiving the greatest possible economic benefit from the programs it administers. Adherence to policy and procedures will promote efficiency, better transparency, greater accountability and a more strategic approach to funding opportunities which will place the County in a more assured position for securing grant funds.

Monroe County Grant Administration Policy is divided into three sections: Section I has general information and purpose; Section II highlights the roles and responsibilities for each individual involved in administering grants and fiscal and statutory requirements; Section III outlines the County's fiduciary and administrative responsibilities including matching funds.

Due to the complexity of grants, other documents should be used in tandem with MCGAP. In most instances, the grantor will provide detailed guidance; some occasions will require consulting with County Administrator, Corporation Counsel and/or the Finance Department to research specific information.

SECTION I: GENERAL INFORMATION & PURPOSE

The County's purpose for the use of grants is to maximize external financial resources while protecting the integrity of the County's operational budget and long-term financial management. Grant writing and grant management require considerable investment of time and resources. When considering whether to apply for a particular grant, the initiating department deemed responsible must consider the following:

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- Whether the grant will help the County attain an objective and/or secure infrastructure investments that fit within the County's and responsible department's priorities.
- Grant can obtain sufficient budget appropriations and if matching funds are required, are available from responsible department's operating budget.
- Benefits derived from the grant have been determined sufficient to justify the cost involved in administering the grant and/or other funding sources will leverage or foster more creative public-private partnership arrangements.
- A proposed budget identifies in sufficient detail the direct/indirect costs of salaries, benefits, supplies and materials, equipment, travel, computers, consultants and allocated administrative & internal costs.

County employees will only apply for grants that further Monroe County's goals and objectives and support programs which are consistent with the mission and priorities of the County and its departments.

All grants applied for under Monroe County's name shall be compiled and administered by Monroe County personnel. Under no circumstance shall another individual or entity complete or administer a Monroe County grant.

Grants must follow the grant procedures, even if the grant award has no Federal/State dollars and/or assets, in order to present uniform and consistent policies and procedures.

Contracted services or purchases funded through grants shall follow the Monroe County procurement and RFP bid processes.

Staff must immediately report all grant activity to Department Head or manager. This shall include all grants being considered for a program/project, even if the grant is not ultimately pursued.

SECTION II: ROLES AND RESPONSIBILITIES

In an effort to ensure all grants are administered in a consistent manner, the following roles and responsibilities have been developed for each staff member involved with grant projects. All departments and their staff whom occupy positions of responsibility, with respect to grant activity, have specific roles and responsibilities that shall be performed and upheld both ethically and in the best interests of Monroe County.

2.1 Responsible Department

The "Responsible Department" is the County department in which the grant originates. The responsible department shall maintain all hard and electronic copies of the grant activities and shall maintain grant information for the time period specified in the current County and/or State approved record retention schedules or as indicated within the grant contract (whichever is longer). It is the responsibility of the department to meet all grant requirements and any applicable federal, state or local laws.

2.2 Grant Project Manager

The person pursuing the grant automatically becomes the Grant Project Manager (GPM)—unless the Department Head delegates another County employee.

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The department is responsible for the providing the appropriate training of the GPM to ensure understanding of writing and monitoring grants, and to fully understand the process for a Request for Proposal (RFP) arising from the grant submission process.

The GPM shall discuss any grant opportunities with their manager and department head to get verbal approval before pursuing.

Grants, including those from private grantors and organizations, must follow the grant procedures.

Full approval process of Budget Adjustment or Resolution approval of County Board of Supervisors must be completed before any grant award is accepted and before any grant agreement is executed.

AFTER AWARD

Grant funds received by GPM need to be deposited with the Treasurer's office on the same day or safely locked up to be delivered on the next business day.

Grant fund check(s) or electronic funds transfer payments shall be entered in the Enterprise Resource Planning (ERP) System (Tyler Technologies) by the responsible department when received for deposit.

Cost Considerations & Requirements

It is the responsibility of the GPM to be familiar with the grant's programmatic and administrative requirements in order to comply with cost principles and administrative guidelines. Many grantor agencies will provide this information in the application packet instructions and/or the award documents.

The GPM is responsible for identifying and reporting allowable costs as defined by the granting authority and ensuring that costs are budgeted. Line item expense changes to the County budget must be approved by the budget adjustment or resolution process.

Financial Standards—Payments & Reporting

The GPM is responsible for program implementation, management, evaluation, documentation and ensuring compliance with all reporting requirements—financial and programmatic.

- Documentation and records must be properly maintained and should contain original signatures or electronic signatures of authorized designee.
- Purchases with grant funding need to be in accordance with the County's procurement procedures and meet the requirements of the grant agreement. Questions regarding purchasing should be directed to Finance Department for clarification. GPM is responsible for ensuring in-kind match is documented and retained.
- Financial and progress reports are required to be submitted by the deadlines outlined in the grant notice of award paperwork.
- Financial reports will be reviewed by GPM and any discrepancies noted and brought to the attention of the accounting staff in order for correction/adjustments to be made prior to submission.

Termination of Grant

It is the responsibility of the GPM to ensure all funds are expended by the grant termination date. The project's beginning and ending dates, which determine the funding period, are identified on the Notice of Award. Expenditures encumbered before receipt of executed agreement or after grant termination date may be ineligible for reimbursement. An extension of the grant may be requested in the event the programmatic goals of the grant have not been met or funding remains.

- Closeout of grant includes ensuring timely submission of all required reports and making adjustments for amounts due. Closeout of grant does not automatically cancel any requirements for property accountability, record retention or financial accountability.
- Project closeout cannot be done until all obligations are met. Closeout activities shall include completion of the final programmatic and financial reports, reconciliation of obligated and unobligated cash balances and completion of necessary accounting entries. Documentation shall be combined and retained by GPM. GPM shall work closely with Finance and/or responsible department's accounting team when closing out grants.
- GPM shall inventory any equipment purchased over \$20,000 and submit inventory records to the County Clerk for insurance purposes and Finance Department for capital inventorying.

Record Retention

Financial and programmatic records, supporting documents, statistical records and any other records that are required by the terms and conditions of the grant must be retained for the time period specified in the current County and/or State approved record retention schedules or as indicated within the grant contract, whichever is longer.

GPM is expected to ensure that records of different fiscal periods are separately identified and maintained so that information may be readily located and accessed.

2.3 Department Head

Department Heads review grant ideas with consideration to County Department goals and objectives and available resources before giving verbal approval.

Department Heads are responsible for assigning staff members to serve as Grant Project Manager (GPM). If a GPM leaves employment with the County, then the duty of GPM will be reassigned. Department Heads will work with the Finance Department and the Finance Committee if issues arise with the GPM's inability to successfully implement grant activities.

2.4 Committee of Jurisdiction

Department Head shall inform the Committee of Jurisdiction of interest/intent to apply for a grant. If the grant is awarded, the Budget Adjustment or Resolution process, which results in acceptance or denial of the grant begins with the Committee of Jurisdiction.

2.5 Corporation Counsel

Corporation Counsel is a resource for any legal questions pertaining to any documents or proceedings.

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2.6 County Board

After approval from committee of Jurisdiction and the Finance Committee, the County Board Chair places budget adjustment or resolution on the County Board agenda for approval/acceptance of grant award.

2.7 County Administrator

The County Administrator shall be consulted for any grant applications which involve and/or require requests for bids or RFP's, new positions, equipment, ongoing expenses or inquiries in determination of conflicts of interest.

2.8 Information Technology

The Information Technology Director shall be consulted for any grant application questions involving and/or requiring new software implementation. Compatibility with existing software, availability of server space and/or any new computer or technology equipment should be considered.

2.9 Finance Department

The Finance Department shall be consulted for any grant application questions or concerns regarding budgeting and general ledger account set up.

The Finance Director shall have primary inventory oversight responsibility for County capital assets, with assistance from responsible departments.

AFTER AWARD

When grant agreement has been executed, the GPM shall send a copy of the completed grant packet and grant award letter to Finance Department for audit tracking purposes.

The Finance Department shall establish separate general ledger account codes as needed.

2.10 Other Affected Departments

The Treasurer's Office will establish bank accounts as needed.

Other departments shall make themselves available with appropriate notice to consult with the department seeking grant funding. This consultation will be coordinated by the GPM when necessary.

SECTION III: COUNTY FIDUCIARY RESPONSIBILITIES

3.1 Internal Controls

When the GPM applies for or accepts a grant, Department management assumes the responsibility for administering the grant and the financial assistance in accordance with the provisions of all applicable laws, regulations, contracts and grant agreements. In determining compliance, employees working with grants shall look to any Federal or State mandated requirements and the County's control policy along with any grant specific requirements. The County's Accounting & Financial Policies and Procedures Manual was designed to ensure the County fulfills its fiduciary and administrative responsibilities, establishing policy to provide reasonable assurances regarding the achievement of County-wide and program-level objectives in the following categories:

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- Effectiveness and efficiency of operations
- Reliability of financial and programmatic reporting
- County compliance with applicable laws, regulations contracts, grant agreements and other compliance requirements
- Transactions are properly accounted for and recorded transactions are executed in compliance with all laws, regulations and provisions of contracts and grant agreements that could have a material effect on federal and other programs
- Funds, property and other assets are safeguarded against loss from unauthorized use or disposition

Conflict of Interest

Grant audit findings of a conflict of interest can damage the reputation and credibility of Monroe County. Further, the appearance of a conflict of interest can be just as damaging to the County as an actual conflict. The purpose of this policy is to avoid the appearance, as well as the actuality, of any conflict of interest or breach of trust by any official or employee of the County.

No employee or officer shall have a direct or indirect interest (financial, personal or otherwise) in any activities relating to the selection, award or administration of a contract or grant.

No employee or officer may solicit nor accept gratuities or anything of monetary value from contractors or parties to subcontracts. Refer to CODE OF CONDUCT IN PURCHASING section of the Monroe County Accounting & Financial Policies and Procedures Manual.

Reimbursement

To enhance cash management practices, it is the County's preference to receive funding on a cost reimbursement basis, unless specifically prohibited by the grantor. This basis minimizes the County's responsibility with respect to monitoring and administering interest earnings from grants.

The County's preferred method of reimbursement is electronic funds transfers ("EFT"). However if EFT is not available, reimbursement checks shall be made payable to the County of Monroe and mailed to:

Monroe County Treasurer
C/O "Department Name"
202 South K St., Rm 3
Sparta, WI 54656

In order to minimize unrealized interest and to improve the County's cash flow, the Department Head shall request grant reimbursement as soon as provided for in the grant.

3.2 Administrative Responsibilities

Grant funding should be considered primarily for one-time or time-limited projects that do not have a significant long-term effect on annual operating budgets. Grants can be used as the primary financing mechanism to create new permanent programs or services or to add positions only when specifically approved by the County Board.

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Any grant application that would require the guaranteed continuation of grant-funded positions or graduated match resulting in full financial responsibility subsequent to termination of the grant, or that directly increases the County's ongoing operating cost, must be approved by the Finance Committee and the County Board.

3.3 Procurement

See Monroe County Accounting & Financial Policies and Procedures Manual for policies regarding purchasing.

3.4 Matching Funds

Match is the contribution of the County toward the eligible grant cost or cost sharing. County matching funds are typically from General Fund money (cash) or in-kind contributions of goods or services.

In-kind contributions are things that could exist (or could happen) without the grant. Contributions may consist of, but are not limited to, personnel time given to a project, use of existing equipment or facilities, office space or performance of services at a reduced cost.

To qualify as an in-kind contribution certain conditions may apply:

- Must be necessary and reasonable to accomplish the projects objectives;
- Does not come from a Federal source;
- Cannot be program income;
- Cannot be used to match any other grant awards;
- Incurred and contributed within the grant period;
- Must apply to the cost sharing requirement of the grant.

In-kind contributions must be documented and verifiable. Records will be maintained to support how the value of the in-kind contribution was determined. Costs must also be authorized and legal—not prohibited under state or local laws or regulations.

If the department requires a supplemental request for cash matching funds, the department should notify the County Administrator and Finance Department for assistance.

3.5 Authority and Sources of Guidance

This policy supplements Federal Government requirements, any applicable State of Wisconsin requirements and the Monroe County Accounting & Financial Policies and Procedures Manual and serve as the general framework for departments to follow when applying for grants, negotiating the terms and conditions of grant agreements and administering grants. The policy is intended to provide consistent guidelines for grant administration to ensure optimum financial and administrative outcomes for the County.

Draft

APPENDIX A

Acknowledgement of Review of Grant Management Policies and Statutes

NOTE: All employees / personnel of Monroe County participating in any grant related activities shall read and sign this statement acknowledging their completion of the reading of the Monroe County Grant Administration Policy, the statutes, and procedures in regards to grant activities.

I have received and read through the policy and procedures regarding grant management at Monroe County. I acknowledge I understand the information presented and feel competent to complete grant activities in the best interest of Monroe County.

Employee Signature

Employee Job Title

Date

Print Employee Name

RESOLUTION NO. 09-24-09

RESOLUTION APPROVING AMENDMENT TO MONROE COUNTY CODE OF ORDINANCES, CHAPTER 14,
FINANCE AND TAXATION, SECTION 14-72, PURCHASING

1 WHEREAS, Monroe County does currently have an ordinance that requires a competitive bid process for certain
2 public works, in conformity with Wisconsin Statutes; and
3
4 WHEREAS, Monroe County Ordinance Chapter 14, entitled Finance and Taxation, does outline financial
5 procedures for Monroe County including the competitive bid process; and
6
7 WHEREAS, Monroe County does have a process in place where specific Request for Proposals (RFP's) are
8 compiled with guidance set in the Monroe County Accounting & Financial Policies and Procedures Manual as a
9 part of any competitive bid process; and
10
11 WHEREAS, after review of this process, it has been determined that it would be appropriate for Monroe County to
12 revise its finance ordinance to include specific requirements for responsible bidders and to incorporate the current
13 Monroe County Accounting & Financial Policies and Procedures Manual and RFP policy into the ordinance for
14 Monroe County projects.
15
16 THEREFORE BE IT RESOLVED that the Monroe County Board of Supervisors does hereby approve the attached
17 amendment that will replace Chapter 14, Section 14-72 of the Monroe County Code of Ordinances which allows
18 for consistency between Ordinance Chapter 14 Finance and Taxation, the updated Monroe County Accounting &
19 Financial Policies and Procedures Manual and RFP policy for bidders of Monroe County projects.



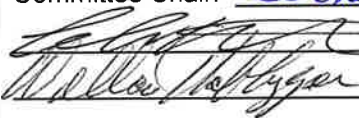
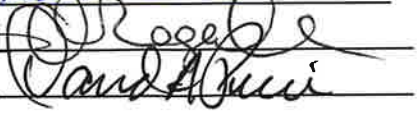
Dated this 25th day of September, 2024.

Offered by the Finance Committee.

Fiscal note: No known fiscal impact except the expense of updating the ordinances with this language.

Statement of purpose: Approve amendment to Monroe County Code of Ordinances, Chapter 14, Finance and Taxation, Section 14-72, Purchasing.

Drafted by Tina Osterberg, County Administrator

<p>Finance Vote (If required): ____ Yes ____ No ____ Absent</p> <p>***** Drafted & Approved as to form: <u>9/18/2024</u>  Lisa Aldinger Hamblin, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>September 18</u>, 20<u>24</u> VOTE: <u>5</u> Yes <u>0</u> No <u>0</u> Absent Committee Chair:   </p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20____ ____ Yes ____ No ____ Absent</p>	<p>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 _____.</p> <p>_____ SHELLEY R. BOHL, MONROE COUNTY CLERK A raised seal certifies an official document.</p>

Amendment to Monroe County Purchasing Ordinance

Chapter 14, Finance and Taxation Section 14-72, Purchasing

(1) Purpose. This ordinance is intended to ensure that Monroe County solicits competitive bids for all public works projects. These bids shall be reviewed by the county's designated officials under reasonably consistent responsible bidder criteria as outlined in this ordinance.

(2) Definitions. In this section, the following definitions shall apply.

a. "Contractor" means a person, corporation, partnership or any other business entity that performs work on a public works contract as a general contractor, prime contractor or subcontractor at any tier.

b. "Apprenticeship program" means a program that is approved by the U.S. Department of Labor or a state apprenticeship agency and has graduated apprentices to journeyman status for three (3) years or a program that has been registered with the federal or state government within the last three (3) years, provided that such program graduates apprentices to journeyman status within the indenture period EXCLUDED from the meaning of Apprenticeship program is any Industry-Recognized Apprenticeship Program.

c. "Public works contract" means a contract for the construction, alteration, execution, repair, remodeling or improvement of a public work or building, where the contract is required to be bid pursuant to Wis. Stat. §59.52(29) and Monroe County Ordinance Chapter 14. Wis. Stat. §59.52(29) exempts highway contracts which the county highway committee or the county highway commissioner is authorized by law to let or make.

(3) Purchases made or authorized by department head. The purchase of any public work wherein the total purchase price amounts up to \$5,000.00 or less from any line item that is part of their approved budget subject to availability of funds.

(4) Purchases made \$5,000-\$19,999. Three documented price quotes are required. As part of the review process the staff member/project manager requesting the quotes shall document and report all quotes to County Administration.

(5) Purchases \$20,000 or more - Sealed Bids. Sealed Bids will be required and there is to be a class 1 public notice published in the County's official newspaper. Upon the deadline of the sealed bids the department head shall open the sealed bids with at least one other Monroe County staff member present and create a bid sheet to be submitted to the oversight committee. As part of the review process the staff member requesting the bid shall state his/her recommendation to the oversight committee for which bid to accept, why, and identify the line item of the budget from which funds will be drawn when the County is invoiced for the purchases. Upon recommendation of the most advantageous bid by the department head the oversight committee will make a final decision in regards to the recommendation.

(6) Exceptions. Approved by County Board resolution or ordinance, Statute, Emergency, or Bid is covered by state contract pricing.

Emergencies:

- a. Where equipment, materials, parts, and/or services are needed, quotations will not be necessary if the health, welfare, safety, etc., of staff and protection of County property is involved. If a levy-funded outlay item is purchased under the emergency procedure, and is not included on the outlay list approved at budget time, a revision of that department's outlay list must be approved through a Budget Adjustment or Repurpose of Funds action. The reasons for such purchases will be documented in the procurement file.

Emergency purchases shall only be made to:

- a. Prevent delays in construction or delivery of essential services
- b. To meet emergencies that may cause a financial harm to public property of other public assets

- c. To meet emergencies that may cause financial harm to people or private assets
- d. To stay an immediate threat to the health or safety of the public and employees

Emergency purchases specific to those outlined in this section are to be approved by the County Administrator or the County Board Chair.

Single Distributor/Source:

Sole source purchases may be made when one or more of the following circumstances apply: (2 CFR 200.320(f))

- a. The item or service is only available from a single source
- b. The situation is an emergency and will not permit a delay resulting from competitive solicitation
- c. The awarding agency expressly authorizes a noncompetitive proposal in response to a written request
- d. After solicitation, competition is deemed inadequate (insufficient bidders).
- e. Approval from the awarding agency may be required.

(7) Responsible Bidder Criteria. In order to be a responsible bidder for purposes of being awarded a public works contract in excess of \$500,000, the contractor must complete the County of Monroe, Bidder's Statement of Qualifications Form. To be an approved responsible bidder a formal written decision shall be provided by Monroe County.

Approved Responsible bidder shall be in compliance with the following criteria:

- a. The contractor maintains a permanent place of business.
- b. The contractor is authorized to do business in the State of Wisconsin.
- c. The contractor, agent, partner, employee or officer of the contractor, is not debarred, suspended, proposed for debarment or declared ineligible from contracting with any unit of federal, state or local government.

- d. The contractor is in compliance with provisions of Section 2000e of Chapter 21, Title 42 of the United States Code and Federal Executive Order No. 11246 as amended by Executive Order No. 11375 (known as the Equal Opportunity Employer provisions).
- e. The contractor has general liability, workers' compensation, unemployment, and automobile insurance at levels sufficient to protect the county given the size of the public works project.
- f. The contractor has complied with all applicable provisions of Wisconsin prevailing wage law and federal Davis-Bacon related Acts, and all rules and regulations therein, for projects undertaken by the contractor that are covered by these laws, for the past five (5) years.
- g. For any contractor with more than 10 employees, the contractor participates in an Apprenticeship program or has a written alternative training program sufficient to ensure that its employees may safely perform the work required by the public works contract.
- h. The contractor has a written substance abuse prevention program meeting the requirements of Wis. Stat. §103.503. As required by Wis. Stat. §103.503, all employees must be subject to drug and alcohol testing before commencing work on the public works project, except that testing of an employee before commencing work on a project is not required if the employee has been participating in a random testing program during the 90 days preceding the date on which the employee commenced work on the public works project.

- i. The employees who will perform work on the project are properly classified as employees or independent contractors under all applicable state and federal laws.
- j. The contractor has not been the subject of any investigation, order or judgment from any state or federal agency or court concerning an employment practice, including but not limited to, classification of employees, unemployment insurance, or discrimination. If the contractor has been the subject of any investigation, order or judgment from any state or federal agency or court concerning an employment practice, the contractor must provide copies of the investigation, order or judgment. The county shall review the investigation, order or judgment and determine whether the facts and circumstances are such that the contractor is not a responsible bidder.
- k. The contractor's employees who will perform work on the project are:
 - i. Covered under a current workers' compensation policy; and
 - ii. Properly classified under such policy.
- l. The contractor's employees who will perform work on the project have the health insurance coverage required by the Affordable Care Act.
- m. The contractor possesses all applicable professional and trade licenses required for performing the public works.
- n. The contractor has adequate financial resources to complete the public works contract, as well as all other work the bidder is presently under contract to complete.
- o. The contractor is bondable for the terms of the proposed public works contract.
- p. The contractor has a record of satisfactorily completing at least five projects of similar size and complexity within the last five years. Criteria which will be

considered in determining satisfactory completion of projects may include, but are not limited to:

- i. Completion of contracts in accordance with drawings and specifications; and
 - ii. Diligent execution of the work and completed contracts according to the established time schedules unless extensions are granted by the owner; and
 - iii. Fulfilled guarantee requirements of the contract documents.
- q. The contractor has, and diligently maintains, a written safety program.
- r. The contractor was not in OSHA's severe violator enforcement program in the previous two years.

(8) Bidder's Statement of Qualifications. Prequalification of bidders is required in order to comply with provisions of §66.0901(2) of the Wisconsin Statutes and to obtain approval for bidding on Monroe County Public Works Projects. Failure to submit the required County of Monroe, Wisconsin Bidder's Statement of Qualifications form, or providing incorrect, false, non-responsive or misleading information shall automatically disqualify the contractor's bid. The general or prime contractor bidding on a public works project that is over \$500,000 must be identified as a qualified bidder by Monroe County.

(9) No Restriction on Discretion. If information other than what must be disclosed by the contractor is discovered by the county or the department, official or employee responsible for awarding the public works contract, and such information calls into question the contractor's capacity or competence to faithfully and responsibly comply with the terms of a public works contract, that information shall be considered in determining whether the contractor is a responsible bidder.

RESOLUTION NO. 09-24-10

RESOLUTION ESTABLISHING HO-CHUNK FUNDS ALLOCATION FOR 2025 BUDGET

1 **WHEREAS**, The County and the Ho-Chunk Nation have been good neighbors and desire the
2 spirit of cooperation to continue between the two governments; and
3

4 **WHEREAS**, on November 1, 1994, the United States Secretary of the Interior approved a
5 new Constitution for the Ho-Chunk Nation, formerly known as the Wisconsin Winnebago Tribe; and
6

7 **WHEREAS**, the Ho-Chunk Nation is a federally recognized Indian Tribe, pursuant to the
8 Indian Reorganization Act of 1934; and
9

10 **WHEREAS**, the Nation is a sovereign government possessed of all sovereign powers and
11 rights thereto pertaining; and
12

13 **WHEREAS**, Article V, Section 2(i) of the Ho-Chunk Nation Constitution grants the Ho-
14 Chunk Nation Legislature the power to negotiate and enter into treaties, compacts, contracts, and
15 agreements with other governments, organizations, or individuals; and
16

17 **WHEREAS**, the Congress of the United States has enacted into law the *Indian Gaming*
18 *Regulatory Act*, (hereinafter "IGRA") P.L. 100-497, 25 U.S.C. §2701, et seq., which provides in part
19 that a tribal/state compact may be negotiated between a tribe and a state to set forth the rules,
20 regulations and conditions under which a tribe may conduct Class III gaming, as defined in the Act,
21 on Indian lands within a state permitting Class III gaming; and
22

23 **WHEREAS**, pursuant to IGRA, the Nation and the State of Wisconsin entered into a
24 Compact on June 11, 1992; and
25

26 **WHEREAS**, the Nation and State subsequently amended the Compact three times; and
27

28 **WHEREAS**, in relevant part the Third Amendment to the Compact with the State of
29 Wisconsin provides:

30 Payment to Counties. Commencing May 1, 2010, to make the Annual Payment, the Nation
31 shall deduct from its Annual Payment One Thousand Dollars (\$1,000.00) paid to each county for
32 every acre of land owned by the United States of America in trust for the Nation as of the effective
33 date of this Compact and the Second Amendment which is located within the county's jurisdiction;
34 and
35

36 **WHEREAS**, the effective date of the Compact and the Second Amendment was July 3,
37 2003; and
38

39 **WHEREAS**, Patricia Olby, Realty Officer of the Midwest Regional Office of the Bureau of
40 Indian affairs, sent a letter dated July 29, 2009 to Sheena Schoen, Department of Heritage
41 Preservation, Division of Natural Resources of the Ho-Chunk Nation. The July 29, 2009 letter from
42 Ms. Olby provides that pursuant to documents of record retained in the Bureau of Indian Affairs and
43 approved by the Secretary of Interior of the United States government had taken title to land on
44 behalf of the Ho-Chunk Nation geographically located within the borders of twelve Wisconsin
45 Counties as of July 3, 2003; and

46 **WHEREAS**, the Ho-Chunk Nation and the State of Wisconsin through the Wisconsin
47 Administrator of Gaming for the Department of Administration have agreed the amount and location
48 of acreage held in trust that qualifies for this credit is set out in the July 29, 2009 letter from Patricia
49 Olby, Realty Officer for the Bureau of Indian Affairs, Great Lakes Agency, to Sheena Schoen,
50 Department of Heritage Preservation, Division of Natural Resources of the Ho-Chunk Nation; and
51

52 **WHEREAS**, the County was one of the twelve Wisconsin Counties that the United States
53 government had taken title to land geographically located within the borders of the County on behalf
54 of the Ho-Chunk Nation; and
55

56 **WHEREAS**, according to the Midwest Regional Office of the Bureau of Indian Affairs, as
57 of July 3, 2003 the Department of Interior had taken title to 52.5 acres of land in trust for the Ho-
58 Chunk Nation, which were located within the geographic boundaries of the County of Monroe; and
59

60 **WHEREAS**, pursuant to the terms of the Compact the Nation may provide \$52,500 to the
61 County and, if it makes this payment, the Nation beginning with its payment due on May 1, 2010
62 will receive a corresponding reduction in the amount that is owed by the Nation to the State; and
63

64 **WHEREAS**, pursuant to Wis. Stat. § 59.01, the County “is a body corporate, authorized to
65 sue and be sued, to make such contracts and to do such other acts as are necessary and proper to the
66 exercise of the powers and privileges granted and the performance of the legal duties charged upon
67 it”; and
68

69 **WHEREAS**, in order to clarify the terms and conditions associated with the County’s receipt
70 of the funds from the Nation, pursuant to Monroe County Resolution 04-10-06 the parties did enter
71 into an Intergovernmental Agreement (“Agreement”); and
72

73 **WHEREAS**, that consistent with the terms of Monroe County Resolution 04-10-06 the
74 Treasurer is authorized to accept money from the Nation pursuant to the Agreement and to be used
75 in a manner consistent with the Agreement; and
76

77 **WHEREAS**, that consistent with the terms of the Agreement upon the Nation providing the
78 payment, the County shall provide written notification to the State of Wisconsin of the amount of
79 any payment received in order to ensure that the State has the written notification no later than April
80 2nd; and
81

82 **WHEREAS**, the County may use the money for any purpose as determined by the County in
83 its sole discretion, except that the County cannot use any of the funds paid to it in a manner that
84 would diminish the Nation’s governmental jurisdiction or have an adverse financial impact on the
85 Nation; and
86

87 **WHEREAS**, consistent with the Agreement, the County shall report to the Nation by March
88 1st of each year of the Agreement, how it intends to use the money provided by the Nation and
89 explain, if applicable, how the County believes its proposed use of the money benefits either the Ho-
90 Chunk Nation or Ho-Chunk Nation Tribal Members.
91

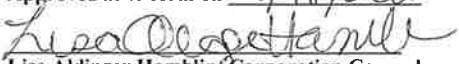



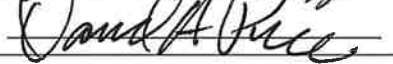
92 **NOW, THEREFORE BE IT RESOLVED**, that for the fiscal year 2025 the County will use
93 the money provided by the Nation for the following purpose:

94 **Purpose:** To replace the rubber roof on the Historic Courthouse and connecting portion of building
95 to Justice Center.

Offered by the Finance Committee this 25th day of September, 2024.

Fiscal Note: Will provide \$52,500 of non-levy funding for replacement of the rubber roof on the Historic Courthouse and connection portion of building to Justice Center in the 2025 fiscal year budget.

Drafted by: County Administrator, Tina Osterberg

<p>Finance Vote (If required): ____ Yes ____ No ____ Absent</p> <p>*****</p> <p>Approved as to form on <u>9/18/2024</u>  Lisa Aldinger Hamblin Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>September 18, 2024</u></p> <p>VOTE: <u>5</u> Yes <u>0</u> No <u>0</u> Absent</p> <p>Committee Chair:    </p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED</p> <p><input type="checkbox"/> OTHER _____</p> <p>County Board Vote on: _____ 20__</p> <p>____ Yes ____ No ____ Absent</p>	<p>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 _____.</p> <hr/> <p>SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i></p>