

Finance Committee
January 16, 2019

Present: Cedric Schnitzler, Pete Peterson, Wallace Habhegger; Douglas Path, Mark Halverson
Others: Jim Bialecki, Tina Osterberg, Annette Erickson, Diane Erickson, Sharon Folcey, Randy Williams, Mary Von Ruden, Mark Jerdee, Eric Weihe, Garry Spohn, Wes Revels, Sharon Nelson, Bob Micheel

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

- Next meeting date – February 14, 2019 at the Monroe County Highway Department at 9:00 a.m.
- Minutes Approval – Motion by Pete Peterson second by Mark Halverson to approve the 12/18/18 minutes. Carried 5-0.
- Public Comment – None.
- Credit Card Approvals –
 - a. Human Services – Diane Erickson explained the request for credit card increases for the CFS Supervisor to \$5,000.00 and Social Worker increase to \$2,500.00; new credit cards in the amount of \$1,000.00 each for the Clinical Administrator and two social workers. Motion by Pete Peterson second by Wallace Habhegger to approve credit card increases and new credit cards as requested. Discussion. Carried 5-0.
 - b. Sheriff's Office - Motion by Douglas Path second by Wallace Habhegger to approve credit cards. Wes Revels explained the credit card request for the Sheriff and new Deputy both in the amount of \$1,000.00. Carried 5-0.
- Line Item Transfer –
 - a. Health Department – Sharon Nelson explained the 2018 line item transfer in the amount of \$2,290.00 for Hepatitis B Immunizations. Motion by Pete Peterson second by Douglas Path to approve the line item transfer. Discussion. Carried 5-0.
 - b. Sheriff's Office – Wes Revels explained the 2018 line item transfer in the amount of \$43,000.00 for patrol overtime. Motion by Wallace Habhegger second by Douglas Path to approve the line item transfer. Discussion. Carried 5-0.
- Budget Adjustments -
 - a. Dispatch – Motion by Mark Halverson second by Douglas Path to approve budget adjustment. Randy Williams explained the 2018 budget adjustment in the amount of \$62,602.25 to roll the Zuercher next generation 911 project into 2019. Carried 5-0.
 - b. Justice Programs – Motion by Wallace Habhegger second by Pete Peterson to approve budget adjustment. Eric Weihe explained the 2019 budget adjustment in the amount of \$12,000.00 OWI Court grant. Carried 5-0.
 - c. Human Services – Motion by Mark Halverson second by Wallace Habhegger to approve budget adjustment. Diane Erickson explained the 2018 budget adjustment in the amount of \$412,323.00 for revenue received for the Comprehensive Community Support program and revenue and expense for the Children's Long Term Support program. Discussion. Carried 5-0.
 - d. Maintenance – Motion by Douglas Path second by Pete Peterson to approve budget adjustment. Garry Spohn explained the 2019 budget adjustment in the amount of \$13,722.96 to roll 2018 funds for the 206 South K Street remodel into 2019. Garry noted that the amount to roll forward had decreased by \$100.92 since committee approval on 01/09/19. Carried 5-0. Motion by Douglas Path second by Pete Peterson to approve budget adjustment. Garry Spohn explained 2018 budget adjustment in the amount of \$73,806.03 to roll Justice Center repair funds into 2019. Carried 5-0.
 - e. County Clerk Elections– Motion by Mark Halverson second by Pete Peterson to approve budget adjustment. Shelley Bohl explained the 2018 budget adjustment in the amount of \$13,590.00 for election overages. Carried 5-0.

- f. Workman's Compensation – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Tina Osterberg explained the 2018 budget adjustment in the amount of \$43,360.79 for workers compensation claims. Carried 5-0.
- Resolution Denying Claim of Peter and Brittney Nestingen – This resolution was pulled from the agenda.
- Solid Waste Repurpose of Funds – Motion by Mark Halverson second by Pete Peterson to approve repurpose of funds. Tina Osterberg explained the 2018 repurpose of funds in the amount of \$48,000.00 for further developments in the feasibility study for the new landfill. Discussion. Carried 5-0.
- Treasurer
 - a. Annette Erickson provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report.
- Finance
 - a. Tina Osterberg provided the Monthly Financial Report.
 - b. Finance Department Monthly Report.
 - c. Other Post-Employment Benefits Actuarial Study Valuation Fee – Tina Osterberg explained that Post-Employment Benefits is in its 3rd year and will require approval from the committee. Discussion. Motion by Mark Halverson second by Wallace Habegger to approve post-employment benefit actuarial study in 2019. Carried 5-0
- Purchase of Land Conservation Building – Jim Bialecki explained purchase of a commercial building located at 820 Industrial Drive, Sparta. Bob Micheel provided members with the building footprint and considerations regarding the building. Tina Osterberg provided members with estimated revenues and expenses. Discussion. This information will be provided to supervisors at the January board meeting.
- CDBG, Economic Development Revolving Loan Fund Close – Chair Cedric Schnitzler explained that we need to determine which committee moving forward will take up the Economic Development Revolving Loan Fund close. Discussion. This item will be revisited next month.
- Budget Adjustment/Re-Purpose of Funds Threshold – Tina Osterberg explained when the budget is adjusted, by state statue it needs to go to the full board for approval.
- Committed/Restricted Funds – Tina Osterberg explained that the MM Haney Fund was created to disseminate information for educational purposes and that we can only use interest. The Forestry Maintenance Land Acquisition, Angelo Wayside Improvement and Justice funds were also discussed. Sheriff Wes Revels suggested that there may be a way to close funds through the court process. Discussion. It was suggested that the committee be aware of the make-up of the funds and therefore could determine suggested use of funds.
- Monthly Approvals –
 - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Pete Peterson second by Mark Halverson to approve Monthly Notice of Donations/User Fees Received. Carried 5-0.
 - b. Monthly County Disbursement Journal – Motion by Mark Halverson second by Wallace Habegger to approve Monthly County Disbursement Journal. Carried 5-0.
 - c. Monthly Per Diems and Vouchers - Motion by Douglas Path second by Wallace Habegger to approve Monthly County Per Diems and Vouchers. Carried 5-0.
- Items for next month's agenda – County Board Lawsuit Costs, Updated Credit Card Listing, Solid Waste Leachate Project Loan Update, MUNIS Program Update, Medical Examiner Line Item Transfer, Purchase of Land Conservation Building, CDBG-Economic Development Revolving Loan Fund Close/Committee Make-Up.

- Adjournment – Motion by Wallace Habegger second by Mark Halverson to adjourn at 11:31 a.m.
Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder