

Finance Committee
April 17, 2019

Present: Cedric Schnitzler, Pete Peterson, Wallace Habegger, Mark Halverson, Douglas Path
Others: Jim Bialecki, Tina Osterberg, Diane Erickson, Annette Erickson, Debra Carney, Garry Spohn, Sharon Nelson, Darlene Pintarro, Stan Hendrickson, Mary Von Ruden, Tim Johnson, Members of the public, Press

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 – May 15, 2019 at the Monroe County Assembly Room at 9:00 a.m.
- Minutes Approval – Motion by Mark Halverson second by Wallace Habegger to approve the 03/20/19 minutes. Carried 5-0.
- Public Comment – None.
- Maintenance Department Repurpose of Funds - Motion by Pete Peterson second by Mark Halverson to approve repurpose of funds. Garry Spohn explained 2019 request in the amount of \$2,000.00 for parking lot located at 206 South K Street. Carried 5-0.
- Budget Adjustments -
 - a. Health Department – Motion by Wallace Habegger second by Pete Peterson to approve budget adjustment. Sharon Nelson explained the 2019 budget adjustment in the amount of \$5,000.00 for Remembering Jesse Parker grant. Carried 5-0.
 - b. Human Services/ADRC – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Diane Erickson explained the 2019 budget adjustment in the amount of \$3,045.00 for bus repair. Carried 5-0.
 - c. Human Services – Motion by Mark Halverson second by Pete Peterson to approve budget adjustment. Diane Erickson explained the 2019 budget adjustment in the amount of \$380,000.00 for Comprehensive Community Support vendor expenses and additional revenue/expenses for the Children's Long Term Support program. Carried 5-0.
 - d. Emergency Management – Motion by Wallace Habegger second by Pete Peterson to approve budget adjustment. Darlene Pintarro explained the 2019 budget adjustment in the amount of \$27,768.98 for pre-disaster mitigation plan project. Discussion. Carried 5-0.
 - e. Jail – Motion by Wallace Habegger second by Douglas Path to approve budget adjustment. Stan Hendrickson explained the 2019 budget adjustment in the amount of \$752.08 for SCAAP grant award. Carried 5-0.
 - f. Information Systems – Motion by Pete Peterson second by Wallace Habegger to approve budget adjustment. Tina Osterberg explained the 2019 budget adjustment in the amount of \$20,023.48 for phone implementation project. Carried 5-0.
- Treasurer
 - a. Annette Erickson provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report.
 - c. Credit Card approval – Debra Carney explained credit card request in the amount of \$2,000.00 for her new position, Monroe County Treasurer. Motion by Pete Peterson second by Wallace Habegger to approve credit card. Carried 5-0.
- Finance
 - a. Tina Osterberg provided the Monthly Financial Report.
 - b. Finance Department Monthly Report.
 - c. Cost Allocation Plan Contract Extension – Tina Osterberg explained current cost allocation plan. Discussion. Motion by Pete Peterson second by Mark Halverson to approve three year contract extension with Maximus. Carried 5-0.

d. Audit Contract Extension – Tina Osterberg explained current audit contract. Discussion. Motion by Douglas Path second by Pete Peterson to place audit out for bids. Carried 5-0.

- Revolving Loan Fund – Tina Osterberg explained that there is not a requirement to form a separate committee. The committee has two years to determine how to move forward with fund. Ellie Bradford has been training on how to report spending. Discussion. Tina Osterberg and Ellie Bradford will bring forward information to next month's meeting.
- Non-Lapsing Account Review – Tina Osterberg explained that \$550.00 is sitting in non-lapsing funds for the Justice Department in donations. This fund was used for community service. With community service no longer existing, the funds have potential to be moved. Discussion. Motion by Douglas Path second by Wallace Habegger to send to the Public Safety Committee to come up with a recommendation for funds. Carried 5-0.
- County Board Lawsuit Costs/Potential Settlement Resolution – Chair Schnitzler explained that county lawsuit costs are currently at \$33,798.32. In addition, the plaintiff fees are \$24,000.00. On the fiscal side of things, when should the county move forward with a resolution.

Attorney Tim Johnson was present. The legal process was explained to include both settlement and trial. Discussion. It is a recommendation to not bring a resolution forth until an advisory opinion is sought regarding ethical equation through our Corporation Counsel or Attorney.

- Monthly Approvals –
 - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Mark Halverson second by Douglas Path to approve Monthly Notice of Donations/User Fees Received. Carried 5-0.
 - b. Monthly County Disbursement Journal – Motion by Pete Peterson second by Douglas Path 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 – Revolving Loan Fund, County Board Lawsuit Costs/Potential Settlement Resolution
- Chair Cedric Schnitzler adjourned the meeting at 10:43 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder