

Finance Committee
June 19, 2019

Present: Cedric Schnitzler, Pete Peterson, Wallace Habegger, Mark Halverson, Douglas Path
Others: Tina Osterberg, Diane Erickson, Garry Spohn, Debra Carney, Jarrod Roll, Rob Conroy, Jeremiah Erickson, Ron Hamilton, Eric Weihe, Bob Micheel, Andrew Kaftan

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 – July 8 Special Meeting and July 17, 2019 Regular Meeting at the Monroe County Assembly Room at 9:00 a.m.

Future Dates to remember:

September 12	Regular Meeting
October 7	Budget Publication Approval
October 16	Regular Meeting
October 21	Budget Meeting
October 22	Budget Meeting
November 6	Annual Board Meeting

- Minutes Approval – Motion by Mark Halverson second by Pete Peterson to approve the 05/15/19 minutes. Carried 5-0.
- Public Comment – None.
- Maintenance Re-Purpose of Funds – Motion by Pete Peterson second by Douglas Path to approve Re-Purpose of funds. Tina Osterberg explained the 2019 re-purpose of funds in the amount of \$1,525.00 for wiring in the Extension building. Discussion. Carried 5-0.

Pete Peterson left the meeting briefly at 9:11 a.m.

- Credit Card Approvals –
 - a. Sheriff Department – Motion by Douglas Path second by Wallace Habegger to approve credit card request. Rob Conroy explained \$1,000.00 credit card for Patrol Deputy. Carried 4-0.
 - b. Local History Room – Motion by Mark Halverson second by Wallace Habegger to approve credit card increase request. Jarrod Roll explained the need for a credit card increase for the Directory/County Historian, the total limit requested is \$2,500.00. Carried 4-0.

Pete Peterson returned to the meeting at 9:13 a.m.

- Land Conservation Line Item Transfer – Motion by Mark Halverson second by Wallace Habegger to approve line item transfer. Bob Micheel explained the 2019 line item transfer in the amount of \$4,798.64 for tree sales. Carried 5-0.
- Budget Adjustments -
 - a. Land Conservation – Motion by Wallace Habegger second by Pete Peterson to approve budget adjustment. Bob Micheel explained the 2019 budget adjustment in the amount of \$86,000.00 to carry over 2018 projects not completed due to the weather. Discussion. Carried 5-0.
 - b. Land Records – Motion by Douglas Path second by Wallace Habegger to approve budget adjustment. Jeremiah Erickson explained the 2019 budget adjustment in the amount of \$102,400.00 for LiDAR grant revenue/expenses. Discussion. Carried 5-0.
- Fiscal Note of Resolutions –

Ron Hamilton explained request for the seven positions below within the Community Support Program in lieu of current contracted services already budgeted in the levy. There would be no

additional cost. This program would move funds from contracted services to employee salary and fringe. Discussion.

Pete Peterson briefly left the meeting at 9:43 a.m.

Motion by Wallace Habhegger second by Douglas Path to amend resolutions by adding to the fiscal note the following statement to each of the five resolutions: if outside funding ceases to exist, position(s) shall be eliminated. The amendment carried 4-0.

Pete Peterson returned to the meeting at 9:46 a.m.

The discussion continued on the fiscal notes of the Community Support Program Positions. Motion by Wallace Habhegger second by Mark Halverson to approve all five fiscal notes as amended. Carried 4-1. All resolutions are listed below.

- a. Resolution Authorizing a Combination CSP Clinical Coordinator and CCS Mental Health Professional Position in Monroe County.
- b. Resolution Authorizing Two Community Support Program CPS Case Management Positions in Monroe County.
- c. Resolution Authorizing Comprehensive Community Services CCS Social Worker Position in Monroe County.
- d. Resolution Authorizing Two Children's Long Term Support Services CLTS Social Worker Positions in Monroe County.
- e. Resolution Authorizing an Access Social Worker 1 Position in Monroe County.

Eric Weihe explained need for additional staff due to the potential establishment of a Drug Treatment Court. The request includes a Drug Court Case Manager and increase of a Justice Program Assistant from ½ time to full-time. Motion by Douglas Path to amend both fiscal notes by adding: position is contingent upon drug court establishment approved by the full board. Discussion. Andrew Kaftan, Corporation Counsel suggested that a whereas paragraph could be added to the resolution by amending the resolution at the board or a separate resolution could be drafted to approve the establishment a drug court. Discussion. Douglas withdrew his motion to amend. Motion to approve both fiscal notes by Douglas Path second by Mark Halverson. Carried 5-0. Both resolutions are listed below. Wallace Habhegger, Public Safety Chairman explained that Public Safety will meet to address whether or not the County supports a Drug Court before the next board meeting.

- f. Resolution Authorizing Justice Department Administrative Assistant Position Increase from Part Time to Full Time.
- g. Resolution Authorizing the Establishment of a Drug Court Case Manager Position in the Justice Department.

- Treasurer

- a. Debra Carney provided the Monthly Treasurers Report.
- b. Treasurer Department Monthly Report.
- c. RFP Discussion regarding banking – Debra Carney asked the committee for extension of the current banking contract with State Bank. It was explained that currently the State Bank is providing the largest interest rate for checking. Discussion. Motion by Wallace Habhegger second by Mark Halverson to extend current banking contract with State Bank for one year. Carried 5-0.

- Finance

- a. Diane Erickson provided the Monthly Financial Report.
- b. Finance Department Monthly Report.
- c. Audit – The 2018 audit was provided to members. A presentation will occur at next week's County Board meeting.

- d. RFP Audit - Diane Erickson explained that three audit proposals were received. Wipfli is the lowest bidder. Discussion. Motion by Pete Peterson second by Douglas Path to accept 2019 to 2021 audit years proposal with Wipfli. Carried 5-0.
- Work Comp Rates, 2020 Budget – Diane Erickson provided a summary of work comp class rates to members. Past claims history was provided. Also provided was the self-insured workers compensation policy and procedures. Current rates are levied at 30%. Discussion. Motion by Wallace Habhegger second by Mark Halverson to remain at 30%. Carried 5-0.
 - 2019 Library Reimbursement – Shelley Bohl, County Clerk explained that the Black River Falls Library provided the Winding River's Library with the wrong 2019 reimbursement rate. Black River Falls Library is requesting an additional \$3,438.00 for reimbursement. The total reimbursement rate would then be \$3,824.00; of which \$386.00 was already paid by the county. The Mauston Library had also provided the Winding River's Library with the wrong 2019 reimbursement rate creating a \$21,851.00 credit in the 2019 levy. Discussion. It was a consensus that since there was a credit in the levy, to reimburse the Black River Library the additional \$3,438.00. A budget adjustment will be presented next month to place the remaining \$18,413.00 back into the contingency fund.
 - Resolution Supporting Governor Ever's \$18 Million Budget Proposal Directed Specifically to Monroe County – Cedric Schnitzler explained that the resolution was provided by Supervisor Mary Von Ruden. This resolution will show support of the Ever's budget. Discussion. Motion by Pete Peterson second by Mark Halverson to approve and forward to the full board for approval. Carried 3-1, Schnitzler abstained.
 - County Administrator Salary/Fringe Budget – Tina Osterberg provided members with the 2019 personnel costs for the Administrator Department. Discussion.
 - Monthly Approvals –
 - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Mark Halverson second by Wallace Habhegger to approve Monthly Notice of Donations/User Fees Received. Carried 5-0.
 - b. Monthly County Disbursement Journal – Motion by Wallace Habhegger second by Douglas Path to approve Monthly County Disbursement Journal. Discussion. Carried 5-0.
 - c. Monthly Per Diems and Vouchers - Motion by Douglas Path second by Pete Peterson to approve Monthly County Per Diems and Vouchers. Carried 5-0.
 - Items for next month's agenda – Libraries budget adjustment
 - Cedric Schnitzler adjourned the meeting at 11:55 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder