

Finance Committee
July 8, 2019

Present: Cedric Schnitzler, Pete Peterson, Wallace Habegger, Mark Halverson, Douglas Path
Others: Tina Osterberg, Ellie Bradford, Diane Erickson, David Pawlisch, Rob Conroy, Ed Smudde, Andrew Kaftan, Lynn Kloety, Press

The meeting was called to order in the Monroe County Board Assembly Room at 1:30 p.m. by Chair Cedric Schnitzler

- Revolving Loan Fund Close – Chair Cedric Schnitzler explained the revolving loan fund close. The following topics were discussed: information regarding the Revolving Loan Fund program close and whether or not the county wishes to take part, options, proposed projects and timeline. January 31, 2021 is the buyout deadline. Qualifying low, middle income municipalities are the Village of Kendall, Norwalk and Wyeville; the City of Tomah; and the Town of Clifton and Wilton. Current Revolving Loan Fund information was provided to members. Proposed projects discussed were the Drug Court new position, Case Manager; Highway Project, County Highway N from CTH W to Kirkwood Avenue in the Town of Clifton; and the Village of Norwalk Fire Station. Other counties have used an RFP process for interested projects. From there, the board would then determine the future projects to accept. The biggest decision right now is whether or not to take part in the buyout. Once applications are sent to the state, it takes 30-60 days for review. This item will be revisited at the next regular Finance meeting on July 17, 2019.
- Future New Position Request Process – Tina Osterberg, Administrator provided members with next year's new position request requirements and timeline. The process would lay out directly to departments and board members the steps needed in order to request a new position. There was discussion on the step for the approval of the fiscal note. It was noted that the Finance Committee duty is only to look at the fiscal note of a resolution as to its accuracy. The Finance Committee cannot stop a resolution but it can however amend the fiscal note or vote the fiscal note up or down. The new position request will be presented at the Administrative and Personnel Committee.
- Finance Committee Duties – Line #16 of the Finance Committee Duties was discussed in detail. "Evaluate all requests for an increase in hours to an approved county position or requests for a new employee position and recommend to the County Board of Supervisors in the fiscal note of the resolution how funding for the request should be handled if the resolution is approved." This item will be re-visited once the Administrative and Personnel Committee finalizes the future new positions request process.
- 2020 Budget Process – Tina Osterberg, Administrator provided the budget process and timeline to members. The budget kickoff began with Department Heads on June 27th. The Administrator will have the preliminary budget approved for publication on October 7, 2019.
- Motion by Mark Halverson second by Douglas Path to adjourn the meeting at 3:17 p.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder