

Finance Committee  
July 17, 2019

Present: Cedric Schnitzler, Pete Peterson, Mark Halverson, Douglas Path; Wallace Habegger absent  
Others: Tina Osterberg, Diane Erickson, Debra Carney, Wes Revels, Mary Von Ruden, David Ohnstad, Jeremiah Erickson, David Tauscher, Ellie Bradford, Levi Helgren-Village of Norwalk President

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 – August 21, 2019 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 06/19/19 minutes. Carried 4-0.
- Public Comment – None.
- Credit Card Approvals –
  - a. Human Services – Motion by Mark Halverson second by Pete Peterson to approve credit card request. Diane Erickson explained. Motion by Pete Peterson second by Doug Path to postpone approval until a Human Services representative is present for explanation. Carried 4-0.
  - b. Sheriff's Office – Motion by Pete Peterson second by Mark Halverson to approve credit card request. Wes Revels, Sheriff explained \$1,000.00 credit card for Patrol Deputy. Carried 4-0.
- Sheriff's Office Re-Purpose of Funds – Motion by Pete Peterson second by Douglas Path to approve Re-Purpose of funds. Wes Revels explained the 2019 re-purpose of funds in the amount of \$38,000.00 for two vehicles. Discussion. Carried 4-0.
- Budget Adjustments -
  - a. Sheriff's Office – Motion by Douglas Path second by Pete Peterson to approve budget adjustment. Wes Revels explained the 2019 budget adjustment in the amount of \$1,382.42 for grant revenue from Auto Motion in Lake Delton. Carried 4-0. Motion by Douglas Path second by Mark Halverson to approve budget adjustment. Wes Revels explained the 2019 budget adjustment in the amount of \$15,000.00 for purchase of vehicles. Carried 4-0.
  - b. Land Records – Motion by Pete Peterson second by Mark Halverson to approve budget adjustment. Jeremiah Erickson explained the 2019 budget adjustment in the amount of \$1,800.00 for online tax payment service to our GCS Web Portal. Carried 4-0.
  - c. Highway – Motion by Mark Halverson second by Pete Peterson to approve budget adjustment pending Highway Committee Approval. David Ohnstad explained the 2019 budget adjustment in the amount of \$75,000.00 for sand pit improvement to accommodate a new DOT scale platform. Discussion. Carried 4-0.
  - d. Human Services – Motion by Pete Peterson second by Mark Halverson to approve budget adjustment. David Tauscher explained the 2019 budget adjustment in the amount of \$407.00 for Trishaw bike. Carried 4-0.
- Credit Card Approvals –
  - Human Services – Motion by Douglas Path second by Mark Halverson to reconsider credit card request. David Tauscher explained credit card request for Disability Benefit Specialist. Carried 4-0.

- Budget Adjustment –  
Libraries – Motion by Mark Halverson second by Pete Peterson to approve budget adjustment. Shelley Bohl, County Clerk explained the 2019 budget adjustment in the amount of \$18,413.00 for incorrect out of county circulation rates. Discussion. Carried 4-0.
- Fiscal Note of Resolutions –
  - a. Resolution Authorizing the Establishment of a Patrol Officer Position in the Monroe County Sheriff's Department in 2020 – Motion by Pete Peterson second by Douglas Path to approve fiscal note. Wes Revels explained the Patrol Officer request and options for external funding opportunities. Wes asked members to consider changing their position of only approving the position contingent upon external funding outside of the county levy. Discussion. Carried 4-0.
  - b. Resolution Creating a Monroe County 2020 Census Complete Count Committee - Motion by Pete Peterson second by Mark Halverson to approve fiscal note. The resolution will authorize additional county board per diem expenditures. Discussion. Carried 3-1.
- Treasurer
  - a. Debra Carney provided the Monthly Treasurers Report.
  - b. Treasurer Department Monthly Report.
- Finance
  - a. Diane Erickson provided the Monthly Financial Report.
  - b. Finance Department Monthly Report.
- Revolving Loan Fund Close -  
Cedric Schnitzler recapped what the committee is charged with:
  - 1 – Recommend whether or not to move forward with buyout of the revolving loan fund
  - 2 – If moving forward, completing up to 3 projects within the next 2 years

Levi Helgren, Village of Norwalk President was present and provided members with information on the new Fire Station for the fire district. Levi explained that funds would be beneficial to county and services that they provide. The funds would accelerate the timeline of the Fire Station project. The Finance Committee would like to see figures of the project. Also the committee will need to take a look at the surrounding areas for low to moderate income qualification. Areas included would be portion of the Town of Sheldon, Wells and Ridgeville.

The committee discussed other projects of potential use such as highways and the new drug court. It was a consensus of the committee to move forward for use of the entire funds. Letters will be sent out to low to moderate income municipalities for potential projects.

Motion by Pete Peterson second by Mark Halverson to draft a resolution for next meeting for a total buyout in the amount of \$897,491.30; funds to come out of the general fund and as loan payments are turned back in, funds to go back into the general fund. Discussion. Carried 4-0.

- 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 4-0.
  - b. Monthly County Disbursement Journal – Motion by Douglas Path second by Pete Peterson to approve Monthly County Disbursement Journal. Discussion. Carried 4-0.
  - c. Monthly Per Diems and Vouchers - Motion by Douglas Path second by Mark Halverson to approve Monthly County Per Diems and Vouchers. Carried 4-0.
- Items for next month's agenda – Work Comp Budget Adjustment, Finance Budget, Treasurer Budget, Revolving Loan Fund Close Resolution, Finance Committee Duties
- Motion by Mark Halverson second by Pete Peterson to adjourn the meeting at 11:09 a.m. Carried 4-0.

Shelley Bohl, County Clerk - Recorder