

Finance Committee
December 18, 2019

Present: Cedric Schnitzler, Wallace Habegger; Mark Halverson, Douglas Path joined the meeting at 9:13 a.m.

Absent: Pete Peterson

Others: Tina Osterberg, Diane Erickson, Debra Carney, Eric Weihe, Rob Conroy, Wes Revels, David Ohnstad, Judge Ziegler, Sharon Nelson, Alison Elliott, 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 – January 15, 2020 regular Meeting in the Monroe County Assembly Room at 9:00 a.m.
- Minutes Approval – Motion by Wallace Habegger second by Mark Halverson to approve the 11/20/19 minutes. Carried 3-0.
- Public Comment – None.
- Solid Waste Notice of Re-Purpose of Funds – Motion by Wallace Habegger second by Mark Halverson to approve Re-purpose of Funds. Tina Osterberg, County Administrator explained the 2020 re-purpose of funds in the amount of \$7,000.00 for vacuum truck. Carried 3-0.
- Budget Adjustments -
 - a. Solid Waste – Motion by Mark Halverson second by Wallace Habegger to approve budget adjustment. Tina Osterberg, County Administrator explained the 2019 budget adjustment in the amount of \$188,000.00 for leachate disposal, increase in recycling costs and construction in Ridgeville III. Carried 3-0.
 - b. Circuit Court – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Judge Ziegler explained the 2020 budget adjustment in the amount of \$40,000.00 for Juvenile Justice Reform and State Courts Initiative Technical Assistance Funding. Carried 3-0.
 - c. Highway – Motion by Mark Halverson second by Wallace Habegger to approve budget adjustment. David Ohnstad explained the 2019 budget adjustment in the amount of \$45,000.00 for asphalt heater. Carried 3-0.
 - d./e. Health Department – Motion by Wallace Habegger second by Mark Halverson to approve the following two budget adjustments. Sharon Nelson explained the 2019 budget adjustment in the amount of \$3,500.00 for Remembering Jesse Parker Grant; and 2019 budget adjustment in the amount of \$1,600.00 for Department of Health Services Grant. Both budget adjustments carried 3-0.
 - f. Sheriff's Office – Motion by Mark Halverson second by Wallace Habegger to approve the following two budget adjustments. Rob Conroy explained the 2019 budget adjustment in the amount of \$6,500.00 for Traffic Safety Equipment Grant; 2019 budget adjustment in the amount of \$4,000.00 for Zuercher training. Both budget adjustments carried 3-0.

Mark Halverson was excused from the meeting at 9:13 a.m.

Douglas Path joined the meeting at 9:13 a.m.

- g. Justice Department – Motion by Wallace Habegger second by Mark Halverson to approve the following two budget adjustments and one line item transfer. Eric Weihe explained the 2019 budget adjustment in the amount of \$18,000.00 for monitoring equipment; 2020 budget adjustment in the amount of \$57,401.00 for WI Department of Justice TAD Grant to be used for drug court. Eric noted changes to the project lines which will be recommended for amendment at the board meeting; 2019 line item transfer in the amount of \$21,500.00 for GPS equipment. Both budget adjustments and line item transfer carried 3-0.

- Line Item Transfers
 - a. Justice Department – See above Justice Department section.
 - b. Medical Examiner – Motion by Douglas Path second by Wallace Habhegger to approve line item transfer. Wallace Habhegger, County Board Supervisor explained the 2019 line item transfer in the amount of \$5,000.00 for autopsies. Carried 3-0.
 - c. Sanitation – Motion by Wallace Habhegger second by Douglas Path to approve line item transfer. Alison Elliott explained the 2019 line item transfer in the amount of \$1,600.00 for gas and tires. Carried 3-0.
 - d. Dog Control – Motion by Wallace Habhegger second by Douglas Path to approve line item transfer as amended at the sanitation committee in the amount of \$1,400.00. Alison Elliott explained the 2019 line item transfer in the amount of \$1,400.00 for washer and dryer. Carried 3-0.
 - e. EDCT – Motion by Wallace Habhegger second by Douglas Path to approve line item transfer. Tina Osterberg, County Administrator explained the 2019 line item transfer in the amount of \$500.00 for museum brochure. Carried 3-0.

- Fiscal Note Approvals-
 - a. Resolution Authorizing Changes to Monroe County Code of Ordinances, Chapter 14, Article III, Division 3: County Personal Property – Motion by Douglas Path second by Wallace Habhegger to approve fiscal note. Tina Osterberg, County Administrator explained the resolution would treat all enterprise funds equally and to allow sale proceeds of equipment being replaced to go towards the replacement costs. An ordinance update is the only cost. Carried 3-0.
 - b. Resolution Authorizing Change to School Woods Agreement – Motion by Wallace Habhegger second by Douglas Path to approve fiscal note. Alison Elliott explained the resolution would amend the school agreement to have the school keep all timber harvest proceeds for use on the school woods project. Discussion. Bob Micheel further explained. Carried 2-1.

Mark Halverson re-joined the meeting at 9:45 a.m.

- Highway Road Sign Cost – David Ohnstad, Highway Commissioner explained that the County by resolution is currently responsible for signs where Town Roads intersect County Highways. His concern is that the resolution refers to funding for these signs to come from 9-1-1 funds, but that funding has not continued nor has it been changed by resolution. The average cost per sign is \$35.00. Currently there are 1754 town road name signs. Clarity needs to be drawn as to where the funding will come from. Amendments to the resolution were also discussed. This item will be re-visited next month.

- Request for Payment of Per Diems for Supervisors for January 27-30, 2020 Trial, Monroe County Case 18 CV 72 – Chair Schnitzler explained that this agenda item was tabled last month. Schnitzler explained that the Monroe County Board Chair informed him that both lawyers frowned upon this and would not recommend payment of per diems for the trial. Discussion. Motion by Wallace Habhegger second by Mark Halverson to deny payment of per diems for the January 27th through January 30th County Board Trial. Carried 4-0.

- Revolving Loan Fund Update – Diane Erickson, Finance Director explained that the revolving loan fund project for the drug court was approved pending a few contingencies. A few loose ends will be tied up for the completion of the project approval.

- 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.

- Monthly Approvals –

- a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Wallace Habegger second by Mark Halverson to approve Monthly Notice of Donations/User Fees Received. Carried 4-0.
 - b. Monthly County Disbursement Journal – Motion by Mark Halverson second by Wallace Habegger to approve Monthly County Disbursement Journal. Discussion. Carried 4-0.
 - c. Monthly Per Diems and Vouchers - Motion by Mark Halverson second by Wallace Habegger to approve Monthly County Per Diems and Vouchers. Carried 4-0.
- Items for next month's agenda – Highway Road Sign Cost Update, Remaining Revolving Loan Fund project fund availability and timeline update, TIF District Overview.
 - Chair Schnitzler adjourned the meeting at 10:47 a.m. Carried 4-0.

Shelley Bohl, County Clerk
Recorder