

Finance Committee
August 15, 2018

Present: Cedric Schnitzler, Pete Peterson, Mark Halverson, Douglas Path, Wallace Habegger
Others: Jim Bialecki, Tina Osterberg, Annette Erickson, Ron Hamilton, Garry Spohn, Mary Von Ruden, Stan Hendrickson, Ryan Hallman, Scott Perkins

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 – September 19, 2018 in the Monroe County Board Assembly Room at 9:00 a.m.
- Minutes Approval – Motion by Pete Peterson second by Mark Halverson to approve the 07/18/18 minutes. Carried 5-0.
- Public Comment - None
- Nursing Home Project Update – None
- Request for Credit Card Approval
 - a. Medical Examiner – Tina Osterberg explained credit card request for the Medical Examiner in the amount of \$2,500.00. Discussion. Motion by Wallace Habegger second by Douglas Path to approve credit card. Carried 5-0.
 - b. Human Services – Ron Hamilton explained need for three credit cards in the amount of \$1,000.00 each for the Administrative Services Coordinator and two Social Workers. Discussion. Motion by Wallace Habegger second by Pete Peterson to approve all three credit cards. Carried 5-0.
- Budget Adjustment
 - a. Health Department – Tina Osterberg explained the 2018 budget adjustment in the amount of \$5,216.00 for WI Department of Health Services funding to WIC agencies. Motion by Douglas Path second by Mark Halverson to approve budget adjustment. Carried 5-0.
 - b. Workers' Compensation – Tina Osterberg explained the 2018 budget adjustment in the amount of \$75,000.00 for worker's compensation claims. Discussion. Motion by Mark Halverson second by Pete Peterson to approve budget adjustment. Carried 5-0.
 - c. Retirement/Fringe Pool – Tina Osterberg explained the 2018 budget adjustment in the amount of \$40,685.00 for insurance coverage not budgeted during the 2018 budget process. Discussion. Motion by Pete Peterson second by Mark Halverson to approve budget adjustment. Carried 5-0.
 - d. Print Management – Tina Osterberg explained the 2018 budget adjustment in the amount of \$12,160.00 for department print management charges, no levy funds requested at this time. Discussion. Motion by Pete Peterson second by Douglas Path to approve budget adjustment. Carried 5-0.
- Sheriff's Office Request for Line Item Transfer – Scott Perkins explained the 2018 line item transfer in the amount of \$7,500.00 for contracting prisoner transports. Discussion. Motion by Mark Halverson second by Pete Peterson to approve line item transfer. Carried 5-0.
- Fiscal Note on Resolution Authorizing the Addition of One Preventative Maintenance Technician Position by the Means of Removing a Custodian Full Time Position and On-Call Laborer Budget to Take Effect September 1, 2018 – Garry Spohn explained the position request. The position would not impact the levy. Discussion. Motion by Pete Peterson second by Mark Halverson to approve fiscal note. Carried 5-0.
- Resolution for Allocation of Additional State Prisoner Boarding Revenues – Tina Osterberg explained estimated allocation for state inmate housing revenues. Stan Hendrickson, Jail Administrator further explained. Discussion. This resolution will be reviewed next month for updated revenue numbers.

- Treasurer
 - a. Annette Erickson provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report Review
 - c. Annette presented the 2019 Treasurer's budget and answered questions.
- Finance
 - a. Tina Osterberg provided the Monthly Financial Report.
 - b. Finance Department Monthly Report
 - c. Tina presented the 2019 Finance Department budget and answered questions.
- Finance Committee Duties – The committee duties were approved last month. No changes.
- Monthly Approvals –
 - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Douglas Path second by Pete Peterson 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. Carried 5-0.
 - c. Monthly Per Diems and Vouchers - Motion by Douglas Path second by Mark Halverson to approve Monthly County Per Diems and Vouchers. Carried 5-0.
 - d. Justice Center Vouchers – Tina Osterberg provided an invoice in the amount of \$16,000.11 for CEC, Communications Engineering Company. Discussion. The county will hold off until Judge Ziegler approves the work completed.
- Items for next month's agenda – Resolution for Allocation of Additional State Prisoner Boarding Revenues, 2019 Budget, Non-Lapsing Account Parameters, Justice Center Voucher Approval, Per-Diem/Mileage for Legal Depositions, Liability/Property Insurance RFP - Discussion/Action.
- Adjournment - Motion by Pete Peterson second by Mark Halverson to adjourn at 11:08 a.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder