

Finance Committee
December 18, 2018

Present: Cedric Schnitzler, Pete Peterson, Wallace Habhegger, Douglas Path, Mark Halverson
Others: Jim Bialecki, Tina Osterberg, Annette Erickson, Ed Smudde, Mary Von Ruden, Ron Radar, Ron Hamilton, Mark Jerdee, Scott Perkins, Ryan Hallman, Stan Hendrickson, Andrew Kaftan, James Kuhn, Member of the public

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 16, 2019 in the Monroe County Board Assembly Room at 9:00 a.m. January 9, 2019 special meeting.
- Minutes Approval – Motion by Mark Halverson second by Pete Peterson to approve the 11/19/18 minutes. Carried 5-0.
- Public Comment – One member of the public addressed the board.
- Sheriff's request for credit card approval – Scott Perkins explained two credit card requests for Deputies in the amount of \$1,000.00 each. Motion by Wallace Habhegger second by Mark Halverson to approve both credit cards. Discussion. Carried 5-0.
- Sheriff's Re-Purpose of Funds – Motion by Pete Peterson second by Wallace Habhegger to approve re-purpose of funds. Ron Radar explained 2019 re-purpose of funds for an additional gun. Carried 5-0.
- Line Item Transfer –
 - a. Parks – Tina Osterberg explained the 2018 line item transfer in the amount of \$2,500.00 for electrical consumption. Motion by Mark Halverson second by Pete Peterson to approve line item transfer. Discussion. Carried 5-0.
 - b. Personnel - Motion by Pete Peterson second by Mark Halverson to approve line item transfer. Ed Smudde explained the 2018 line item transfer in the amount of \$2,504.00 for grievance hearings. Discussion. Carried 5-0.
 - c. Jail - Motion by Wallace Habhegger second by Douglas Path to approve line item transfer. Stan Hendrickson explained the 2018 line item transfer in the amount of \$10,000.00 for transport costs and jailer recruitment expenses. Carried 5-0.
 - d. Highway - Motion by Pete Peterson second by Mark Halverson to approve line item transfer contingent upon Highway Committee Approval. David Ohnstad explained the 2018 line item transfer in the amount of \$27,000.00 for tool usage and roll up signs. Discussion. Carried 5-0.
- Budget Adjustments -
 - a. Jail – Motion by Wallace Habhegger second by Douglas Path to approve budget adjustment. Stan Hendrickson explained the 2018 budget adjustment in the amount of \$28,612.89 for increased prisoner meal, work chairs, meal tray drying rack, blankets/sheets and cable costs. Carried 5-0.
 - b. Economic Development – Jim Bialecki explained the 2018 budget adjustment in the amount of \$2,000.00 for grant awarded for Map N Tour virtual mapping system. Motion by Wallace Habhegger second by Mark Halverson to approve budget adjustment. Discussion. Carried 5-0.
 - c. Human Services/ADRC - Motion by Pete Peterson second by Mark Halverson to approve budget adjustment. Ron Hamilton explained the 2018 budget adjustment in the amount of \$7,326.02 for ADRC bus repairs. Discussion. Carried 5-0.
 - d. Finance/Register of Deeds – Motion by Pete Peterson second by Douglas Path to approve budget adjustment. Tina Osterberg explained the 2019 budget adjustment in the amount of \$1,719.00 for wages. Discussion. Carried 5-0.
 - e. Worker's Compensation – Motion by Douglas Path second by Mark Halverson to approve budget adjustment. Discussion. Shelley Bohl explained the 2018 budget adjustment in the amount of \$49.00 for work comp professional services. Carried 5-0.

- f. Personnel/Retirement Fringe Pool – Motion by Pete Peterson second by Wallace Habhegger to approve budget adjustment. Ed Smudde explained the 2018 budget adjustment in the amount of \$8,598.00 for health insurance. Carried 5-0.

- Rolling Hills

- a. Resolution for Referendum – Andrew Kaftan, Corporation Counsel explained that the Rolling Hills Committee will be forwarding an advisory resolution to the full board for consideration. Discussion.
- b. Notice of Budgetary Adjustment - 2018 budget adjustment in the amount of \$3,750.00 to have an official bonding referendum written for the nursing home project. Motion by Douglas Path second by Pete Peterson to move budget adjustment to full board without recommendation. Carried 3-2.

- Treasurer

- a. Annette Erickson provided the Monthly Treasurers Report.
- b. Treasurer Department Monthly Report.

- Finance

- a. Tina Osterberg provided the Monthly Financial Report.
- b. Finance Department Monthly Report.
- c. Munis CAFR Training – Tina Osterberg explained that training has been completed.

- 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 Mark Halverson second by Wallace Habhegger to approve Monthly County Disbursement Journal. Carried 5-0.
- c. Monthly Per Diems and Vouchers - Motion by Wallace Habhegger second by Douglas Path to approve Monthly County Per Diems and Vouchers. Carried 5-0.

- Items for next month's agenda – Budget Adjustment/Re-Purpose of Funds Threshold, Committed/Restricted Funds

- A recess was taken at 10:39 a.m., the meeting reconvened at 11:00 a.m.

Present: Cedric Schnitzler, Pete Peterson, Wallace Habhegger; Douglas Path, Mark Halverson
Others: Jim Bialecki, Tina Osterberg, Ellie Bradford, Andrew Kaftan, John Daines, Steve Peterson, Greg Flogstad, James Kuhn

- Current Revolving Loan Fund data was provided to members. The Revolving Loan Fund (CDBG Close) Webinar Video was reviewed. February 1st is the anticipated start date. Discussion. A special meeting will be held on January 9th to further discuss the Revolving Loan Fund Close.
- Adjournment – Motion by Wallace Habhegger second by Pete Peterson to adjourn at 12:10 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder