

Finance Committee
December 20, 2017

Present: Cedric Schnitzler, Pete Peterson, Wallace Habhegger, Douglas Path, Mark Halverson
Others: Jim Bialecki, Tina Osterberg, Brad Viegut, Annette Erickson, Ron Hamilton, Penny Brueggen, Rob Conroy, Linda Anderson, Gene Treu, Bob Janovick, Simon Wells, Member of the Public

The meeting was called to order in the Monroe County Board Assembly Room at 4:00 p.m. by Chair Cedric Schnitzler

- Next meeting date – January 17, 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 November 15, 2017 minutes. Carried 5-0.
- Public Comment – Two members of the public addressed the board.
- Nursing Home Project Update / Bonding – Brad Viegut, Baird recapped the financing plan for the new nursing home. January 24th is the intention for the first bonding.
- Treasurer
 - a. Annette Erickson provided the Monthly Treasurers Report.
 - b. Treasurer Department Monthly Report Review.
 - c. Budget Adjustment – Annette Erickson explained the 2017 budget adjustment in the amount of \$11,607.33 for rescinded or refunded taxes from various municipalities. Discussion. Motion by Wallace Habhegger second by Douglas Path to approve budget adjustment. Carried 5-0.
- District Attorney Line Item Transfer – Cedric Schnitzler explained the 2017 line item transfer in the amount of \$1,309.00 for laptop and equipment. Motion by Douglas Path second by Wallace Habhegger to approve line item transfer. Carried 5-0.
- Medical Examiner Line Item Transfer – Penny Brueggen explained the 2017 line item transfer in the amount of \$585.46 for scanning project. Motion by Douglas Path second by Wallace Habhegger to approve line item transfer. Discussion. Carried 5-0.
- Sheriff's Department –
 - a. Credit Card Approval – Rob Conroy explained the need for a new deputy credit card in the amount of \$1,000.00. Motion by Pete Peterson second by Mark Halverson to approve credit card. Discussion. Carried 5-0.
 - b. Line Item Transfer – Rob Conroy explained the 2017 line item transfer in the amount of \$11,500.00 for overtime and jail reserve salaries. Motion by Pete Peterson second by Mark Halverson to approve line item transfer. Discussion. Carried 5-0.
 - c. Budget Adjustment – Rob Conroy explained the 2017 budget adjustment in the amount of \$6,000.00 for Bailiff overtime. Motion by Mark Halverson second by Pete Peterson to approve budget adjustment. Discussion. Carried 5-0.
 - d. Repurpose of Funds – Rob Conroy explained the 2017 repurpose of funds in the amount of \$2,000.00 for challenge coins. This repurpose was approved last month, however it is back this month for an account number change. Discussion. Motion by Douglas Path second by Wallace Habhegger to approve repurpose of funds. Carried 4-1.
 - e. Fee Schedule – Rob Conroy asked to have the item pulled from the agenda.
 - f. Extended Sanctions Program – Rob Conroy explained the extended sanctions program. The jail is able to house out of jurisdiction beds; 10 inmate beds at \$51.00 per bed each day. This will bring in revenue to the county. This service would go into effect in January. Discussion.
- Fiscal Note on Resolutions -
 - a. Resolution Authorizing the Monroe County Department of Human Services to Join the Child Abuse and Neglect Reporting Consortium – Ron Hamilton explained importance in becoming a

member of the Child Abuse and Neglect Reporting Consortium. Estimated impact is \$114,700 for 2018 thru addition or reallocation. Motion by Pete Peterson second by Wallace Habegger to approve fiscal note. Discussion. Carried 5-0.

- b. Resolution Authorizing the Withdrawal from the Monroe County Farm Education Account for Barn Expansion and Upgrade – Simon Wells explained the expansion and update to the barn at the Tomah fairgrounds. \$15,000.00 will be used for the project. Motion by Mark Halverson second by Pete Peterson to approve fiscal note. Discussion. Carried 5-0.
- Benevolent Fund Policy – Shelley Bohl explained that the policy would allow for memorials for families of county employees or officials who pass away. The Benevolent Fund Policy originated at the Administration/Personnel meeting and it was felt that this would be a Finance Policy. 2018 funds were not budgeted, funds to come out of County Board mileage. The 2019 budget will contain a fund line to pay for arrangements. Discussion. Motion by Wallace Habegger second by Mark Halverson to adopt benevolent policy. Carried 5-0.
 - Workman’s Comp Budgetary Adjustment – Shelley Bohl explained the 2017 budget adjustment in the amount of \$2,393.00 for work comp excess insurance change due to audit. Motion by Douglas Path second by Pete Peterson to approve budget adjustment. Discussion. Carried 5-0.
 - 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 5-0.
 - b. Monthly County Disbursement Journal – Motion by Pete Peterson second by Wallace Habegger to approve Monthly County Disbursement Journal. Carried 5-0.
 - c. Monthly Per Diems and Vouchers - Motion by Douglas Path second by Pete Peterson to approve Monthly County Per Diems and Vouchers. Carried 5-0.
 - d. Justice Center Voucher Approval – Discussion. Justice Center items & issues are being discussed at committee levels and then being forwarded to finance. Discussion. Motion by Mark Halverson second by Wallace Habegger to approve Justice Center vouchers in the amount of \$18,325.81. Carried 5-0.
 - e. New Nursing Home Voucher Approval – None
 - Nursing Home Building Bonding – Cedric Schnitzler placed the Nursing Home Building Bonding discussion back on the table. Members are looking to keep any funds not spent, placed back to the levy.
 - Finance Report – None
 - Items for next month’s agenda – Sheriff Extended Sanctions Program, Sheriff Fee Schedule, Resolution regarding returning unspent funds for the new nursing home to the levy, County Board Line Item Transfer for Benevolent Policy.
 - Adjournment - Motion by Pete Peterson second by Mark Halverson to adjourn at 5:24 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder