

Finance Committee
December 21, 2016

Present: Cedric Schnitzler, Pete Peterson, Wallace Habegger, Mark Halverson, Douglas Path
Others: Jim Bialecki, Annette Erickson, Kurt Marshaus, Randy Williams, Sharon Nelson, Lynn Kloety, Rob Conroy, Garlynn Brookshaw, Ron Hamilton, Garry Spohn, Laura Moriarty, Bob Janovick

The meeting was called to order in the Highway Department Conference Room at 9:00 a.m. by Chair Cedric Schnitzler.

- Next meeting date – January 18, 2017 at 9:00 a.m. at the Highway Department Conference Room.
- Minutes Approval – Motion by Pete Peterson second by Mark Halverson to approve the 11/16/16 minutes. Carried 5-0.
- Public Comment – None.
- Radio Tower Project
 - a. Radio Project Update – Randy Williams provided a project update to members.
 - b. Approval of Radio Tower Project Vouchers – Discussion. Motion by Wallace Habegger second by Douglas Path to approve the Radio Tower expenditures in the amount of \$790,554.70. Carried 5-0.
- Line Item Transfers –
 - a. Heath – Sharon Nelson explained the 2016 line item transfer in the amount of \$6,000.00 for Hepatitis B, Shingles and Flu vaccines. Motion by Pete Peterson second by Wallace Habegger to approve line item transfer. Carried 5-0.
 - b. Sheriff – Rob Conroy explained the 2016 line item transfer in the amount of \$7,000.00 for increase in out of state extraditions. Motion by Wallace Habegger second by Douglas Path to approve line item transfer. Discussion. Carried 5-0.
 - c. Jail Administration – Rob Conroy explained the 2016 line item transfer in the amount of \$30,062.78 for Sheriff Reserve Salaries, trial cost and SCAAP program costs. Motion by Wallace Habegger second by Douglas Path to approve line item transfer. Discussion. Carried 5-0.
 - d. Personnel – 2016 line item transfer in the amount of \$2,770.59 for employee change in insurance coverage and advertising expenses exceeding budget. Motion by Pete Peterson second by Mark Halverson to approve line item transfer. Carried 5-0.
 - e. District Attorney – Lynn Kloety explained the 2016 line item transfer in the amount of \$8,200.00 for homicide trial. Motion by Douglas Path second by Wallace Habegger to approve line item transfer. Carried 5-0.
 - f. Maintenance – Garry Spohn explained the 2016 line item transfer in the amount of \$44,678.00 for one employee salary projection in the original budget that came in as zero. Motion by Douglas Path second by Wallace Habegger to approve line item transfer. Carried 5-0.
 - g. Senior Services – Laura Moriarty explained the 2016 line item transfer in the amount of \$2,400.00 for office supplies, postage and mileage. Motion by Mark Halverson second by Wallace Habegger to approve line item transfer. Carried 5-0.
- Budget Adjustments –
 - a. Senior Services – Laura Moriarty explained the 2016 budget adjustment in the amount of \$945.00 for recreational trip participation. Motion by Wallace Habegger second by Pete Peterson to approve budget adjustment. Carried 5-0. Laura explained the 2017 budget adjustment in the amount of \$53,400.00 for vehicle purchase. Motion by Wallace Habegger second by Pete Peterson to approve budget adjustment. Carried 5-0.
 - b. Maintenance – Garry Spohn explained the 2016 budget adjustment in the amount of \$6,400.00 for museum chimney reimbursement. Motion by Mark Halverson second by Wallace Habegger to approve budget adjustment. Carried 5-0.

- c. Rolling Hills – Garlynn Brookshaw explained the 2017 budget adjustment in the amount of \$12,000.00 for new van. Motion by Douglas Path second by Mark Halverson to approve budget adjustment. Carried 5-0.
- Maintenance Repurpose of Funds – Garry Spohn explained the 2017 repurpose of funds in the amount of \$4,000.00 for tractor replacement. Discussion. Motion by Douglas Path second by Wallace Habegger to approve repurpose of funds. Discussion. Carried 5-0.
- Credit Card Approvals -
 - a. Rolling Hills - Garlynn Brookshaw explained need for a credit card for the Dietary Director in the amount of \$1,000.00. Motion by Pete Peterson second by Wallace Habegger to approve credit card. Carried 5-0.
 - b. Highway – Cedric Schnitzler explained \$1,000.00 credit card request for Road Supervisor and \$1,000.00 credit card for Office Manager. Discussion. Motion by Mark Halverson second by Wallace Habegger to approve both credit cards. Carried 5-0.
- Fiscal Note Approval –
 - a. Resolution Authorizing Establishment of Two Additional Economic Support Specialist Positions in the Human Services Department – Ron Hamilton explained the resolution would add two additional Economic Support Specialist Positions. The positions will not increase the levy. Discussion. Motion by Pete Peterson second by Mark Halverson to amend and approve fiscal note to include: If federal or state funding ceases for these positions, these positions will be reviewed. Carried 5-0.
 - b. Resolution Approving Supplemental Agreement 4 to Exercise Permit/Agreement DACA45-9-97-00001 – Shelley Bohl, County Clerk explained the annual \$1,500.00 permit fee of which \$750.00 goes to the county and the remaining \$750.00 goes to the Town of New Lyme. Motion by Douglas Path second by Mark Halverson to approve fiscal note. Discussion. Carried 5-0.
 - c. Resolution Authorizing the Application for Outdoor Recreation Aids – Shelley Bohl, County Clerk explained state aid for outdoor recreation. The annual minimum amount is \$74,575.00. All funding comes from the snowmobile registration fund. Motion by Mark Halverson second by Pete Peterson to approve fiscal note. Carried 5-0.
- Finance Director
 - Tina Osterberg was excused from the meeting. Financial reports were provided to members.
 - Jim Bialecki, Interim County Administrator explained that the Purchasing Policy was presented to all Department Heads and was well received. This item will be revisited next month
- County Clerk Presidential Recount - Shelley Bohl, County Clerk explained that the Election Budget will be going over by several thousands of dollars due to the Presidential Recount. Costs include salaries of staff, tabulators, Board of Canvassers and supplies. Discussion. Motion by Wallace Habegger second by Douglas Path to allow election line items to go over budget with full anticipated costs to be reimbursed by the Jill Stein Committee which have already been deposited to the State of Wisconsin Election Commission. Discussion. Carried 5-0.
- Public Comment Period – Bob Janovick from the public spoke.
- Treasurer Report
 - a. Annette Erickson gave the monthly Treasurers Report.
 - b. Treasurer Department Monthly Report Review.
- Justice Center Building Project
 - a. Justice Center Update – Kurt Marshaus provided a project update to members.
 - b. Approval of monthly Justice Center Building Project expenditures – Discussion. Motion by Wallace Habegger second by Pete Peterson to approve the Justice Project expenditures in the amount of \$1,051,674.60. Carried 5-0.

- Monthly Approvals –
 - a. Notice of Donations/User Fees Received Budget Adjustment – Motion by Wallace Habegger second by Douglas Path to approve Notice of Donations/User Fees Adjustment. Carried 5-0.
 - b. Monthly County Disbursement Journal – Motion by Pete Peterson second by Douglas Path to approve Monthly County Disbursement Journal. Carried 5-0
 - b. Monthly Per Diems and Vouchers - Motion by Wallace Habegger second by Pete Peterson to approve Monthly County Per Diems and Vouchers. Discussion. Carried 5-0.

- Items for next month's agenda –

- Adjournment - Motion by Pete Peterson second by Mark Halverson to adjourn at 10:12 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder