Finance Committee
September 20, 2017

Present: Cedric Schnitzler, Pete Peterson, Wallace Habhegger, Douglas Path; Mark Halverson absent
Others: Jim Bialecki, Tina Osterberg, Annette Erickson, Kurt Marshaus, Andrew Kaftan, Ron Hamilton, Sharon Nelson, Randy Williams, Ken Kittleson, Bob Janovick

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 – Monday, October 9, 2017 for publication of the budget. October 23 & 24 for budget reviews. Budget hearing is November 1, 2017. County Board will meet on October 18, 2017.

- Minutes Approval – Motion by Pete Peterson second by Douglas Path to approve the 08/16 & 08/23/17 minutes. Carried 4-0.

- Public Comment – One member of the public addressed members of the committee.

- Nursing Home Project Update – Pete Peterson provided a project update to members.

- Sheriff Line Item Transfer – Tina Osterberg explained the 2017 line item transfer in the amount of $15,000.00 for road patrol overtime shortfall. Motion by Wallace Habhegger second by Pete Peterson to approve line item transfer. Carried 4-0.

- Budget Adjustment(s)
    a. Dispatch – Randy Williams explained the 2017 budget adjustment in the amount of $12,357.85 for new Ridgeville Tower generator. Discussion. Motion by Wallace Habhegger second by Pete Peterson to approve budget adjustment. Carried 4-0.
    b. WIC – Sharon Nelson explained the 2017 budget adjustment in the amount of $4,535.00 for WI Division of Health operating budget and Grant from DHS. Motion by Pete Peterson second by Wallace Habhegger to approve budget adjustment. Carried 4-0.
    c. Health – Sharon Nelson explained the 2017 budget adjustment in the amount of $990.00 for Community Action Program Grant. Motion by Pete Peterson second by Wallace Habhegger to approve budget adjustment. Carried 4-0.
    d. ADRC – Ron Hamilton explained the 2017 budget adjustment in the amount of –($1,195,00) for GWAAR Nutrition Services Incentive Program reduction in grant amount. Motion by Douglas Path second by Pete Peterson to approve budget adjustment. Discussion. Carried 4-0.
    e. Human Services – Ron Hamilton explained the 2017 budget adjustment in the amount of $261,462.00 for economic support staff changes, CLTS program & CAN partnership Grant and additional local collection due to client reimbursing for cost of care at a group home. Discussion. Motion by Pete Peterson second by Wallace Habhegger to approve budget adjustment. Carried 4-0.
    f. Maintenance – Tina Osterberg explained the 2017 budget adjustment in the amount of $80,000.00 to move funds from the 48 façade to update the courthouse wiring. Motion by Douglas Path second by Wallace Habhegger to approve budget adjustment. Discussion. Carried 4-0.

- Maintenance Repurpose of Funds – Tina Osterberg explained the 2017 repurpose of funds in the amount of $31,559.17 to move funds from the strategic master facilities plan for remodeling of the courthouse. Motion by Douglas Path second by Pete Peterson to approve repurpose of funds. Carried 4-0.

- Fiscal Note Approvals
    a. Resolution Approving the Monroe County Forest Annual Work Plan, 2018 – Tina Osterberg explained approval will allow the county to apply for the annual County Forest Administrator Grant in the amount of $44,000.00. Motion by Douglas Path second by Wallace Habhegger to approve fiscal note. Carried 4-0.

b. Resolution Authorizing an Increase in 2018 Meal Reimbursement Rates – Motion by Pete Peterson second by Wallace Habhegger to approve fiscal note. Wallace Habhegger explained that from last month's board meeting, supervisor concerns were considered and some language was removed and minor changes were made to the original proposed amounts. Discussion. Carried 4-0.

- Treasurer Report
  a. Annette Erickson gave the monthly Treasurers Report.
  b. Treasurer Department Monthly Report Review.

- Finance Report
  a. Tina Osterberg gave the monthly Financial Report.
  b. Finance Department Monthly Report Review.
  c. ADRC/SS Account Merge – Tina explained that final numbers have not been received yet. She will keep the members updated.

- 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 Pete Peterson second by Douglas Path to approve the Justice Project expenditures in the amount of $663,966.19. Carried 4-0.

- Motion to move into closed session by Douglas Path second by Pete Peterson. A roll call vote was taken with Schnitzler, Habhegger, Path and Peterson all voting yes.

- Closed Session per WI Stats.19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – Monroe County Justice Center Mediation, Discussion/Action

- Motion to return to open session by Pete Peterson second by Douglas Path. A roll call vote was taken with Schnitzler, Habhegger, Path and Peterson all voting yes.

- Chair Schnitzler announced that no motions were made in closed session.

- 2018 Budget – Jim Bialecki explained that all budgets are in. A thorough review will be upcoming.

- Monthly Approvals –
  a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Douglas Path second by Cedric Schnitzler to approve Monthly Notice of Donations/User Fees Received. Discussion. Carried 4-0.

  b. Monthly County Disbursement Journal – Motion by Pete Peterson second by Wallace Habhegger to approve Monthly County Disbursement Journal. Carried 4-0.

  c. Monthly Per Diems and Vouchers - Motion by Wallace Habhegger second by Pete Peterson to approve Monthly County Per Diems and Vouchers. Discussion. Carried 4-0.

- Items for next month's agenda – Internal Controls (December)

- Adjournment - Motion by Pete Peterson second by Wallace Habhegger to adjourn at 11:18 a.m. Carried 4-0.

Shelley Bohl, Monroe County Clerk
Recorder