



# MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1  
SPARTA, WISCONSIN 54656

Phone 608-269-8705  
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www.co.monroe.wi.us

**MONROE COUNTY BOARD AGENDA**  
**Wednesday, June 22, 2016**  
**Rolling Hills Rehab Center**  
**Auditorium**  
**14345 County Hwy B**  
**Sparta, WI 54656**

**6:00 p.m.** Call to Order/Roll Call/Pledge of Allegiance

Approval of Minutes 05/25/2016

Closed Session per WI Statutes 19.85(g); Consultation with attorney in regards to legal action and options on Justice Center contracts. 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.

Resolutions – Discussion/Action (listed on separate sheet)

Public Comment Period

*\*Public sign up before meeting. An individual may only speak once and is limited to 3 minutes*

Appointments – (listed on separate sheet)

Safe Communities Coalition  
Mississippi River Regional Planning

Announcements

Coulee Cap Annual Presentation – Grace Jones

Student Government Day Presentation – Judge Ziegler, Pamela Pipkin &  
Nick Bakke

OWI Treatment Court Presentation – Judge Ziegler & Peggy Thorson

Update on Justice Center Building Project – Kurt Marshaus

Update on Radio Tower Project – Randy Williams

Monthly Treasurers Report – Annette Erickson

Monthly Financial Report – Tina Osterberg

Monthly Administrators Report – Catherine Schmit

Budget Adjustments –

Senior Services  
Health  
Maintenance (Repurpose of Funds)

Adjournment

- Supervisors: Do wear your name tags, it helps visitors
- Agenda order may change

The May meeting of the County Board of Supervisors convened at the Rolling Hills Auditorium in the Town of Sparta, Wisconsin, on Wednesday, May 25, 2016 at 6:00 p.m. Chair Cedric Schnitzler presided. Roll Call was called with 14 Supervisors present; Supervisor D. Peterson joined the meeting at 6:03 p.m.; Supervisor VanWychen absent. The Pledge of Allegiance was recited.

Supervisor D. Peterson joined the meeting at 6:03 p.m.

Motion by Supervisor Pierce second by Supervisor Folcey to approve the minutes of the 04/19/16 meeting. Carried by voice vote.

Chair Schnitzler Recognized Past 2014-2016 County Board Supervisors. District 3 Gene Treu; District 5 Gail Chapman; District 7 Wade Blackdeer; District 12 James Kuhn; District 14 Craig Buswell; District 16 James Rasmussen; District 17 Bruce Humphrey; District 19 Teddy Duckworth; District 21 Chris King; District 24 James Rice.

Public Comment Period – Two individuals from the public spoke.

Appointments - Chair Schnitzler presented the following appointments:

Local History Room - James Kuhn for a term ending 02/01/18; Joan Cook and Carolyn Habelman for a term ending 02/01/19;

ITBEC - Sharon Folcey and Nodji VanWychen for a term ending 05/18;

Winding Rivers Library - Mary Von Ruden for a term ending 12/31/17;

Revolving Loan Fund - Sparta, Mark D. Sund; Tomah, Roger Gorius; At Large, Harold Leitzau; At Large, Keith Kenyon; Banking Representative, John Daines; County Administrator, Catherine Schmit; Corporation Counsel, Andrew Kaftan; Ex-Officio: Finance Director, Tina Osterberg and MRRPC, Greg Flogstad for a term ending 05/18;

Economic Development - Mary Jo Hill, Carol Ostrem and Pete Reichart for a term ending 05/18;

Hidden Valleys - Bernie Arena, Joyce Schreier (Alternate) for a term ending 05/18;

Zoning Board of Adjustment - Ken Kuhn for a term ending 06/30/19;

Land Information Council - Sharon Folcey, County Board for a term ending 10/16;

Justice Coordinating Council - Monroe County Board Chair, WI DOC – P & P Field, Human Services Board Chair, Judge Mark Goodman, Monroe County Administrator, Judge Todd Ziegler, Monroe County Corporation Counsel, Judge J. David Rice, City of Sparta Chief of Police, Monroe County Justice Department Coordinator, City of Tomah Chief of Police, Monroe County District Attorney, Monroe County Sheriff, WI Public Defenders Office Representative.; Ex-Officio Members: Monroe County Jail Administrator, Monroe County Human Services Director for a term ending 01/01/17;

Aging and Disability Resource Center of Western Wisconsin - Suzanne Peck for a term ending 05/18;

Village of Warrens and Monroe County Sewer Commission - David Pierce for a term ending 04/18; City of Tomah Public Works Director for a term ending 04/19;

Ethics - Simon Wells for a term ending 01/31/18;

Health & Human Services - Emma K. Ledbetter, MD and Marlene Sund for a term ending 04/18;  
James Shilling for a term ending 05/19;

Motion by Supervisor Von Ruden second by Supervisor Pierce to approve all appointments.  
Carried by voice vote.

Announcements – Supervisor Las recognized former Supervisor, Ed Westphal for his 99<sup>th</sup>  
Birthday.

Justice Center Building Project report was included in the packet.

Randy Williams provided the Radio Tower Project Update and answered questions.

Annette Erickson provided the monthly Treasurer's report and answered questions.

Tina Osterberg provided the monthly Financial report and answered questions.

Catherine Schmit, County Administrator has been excused from tonight's meeting.

Budget Adjustments:

Medical Examiner – Motion by Supervisor Steele second by Supervisor Sherwood to approve  
budget adjustment. Tina Osterberg, Finance Director explained the 2015 budget adjustment in  
the amount of \$2,852.56 for autopsies, funds to come out of the Contingency Fund. Discussion.  
A roll call vote was taken on the budget adjustment. The budget adjustment passed with all 15  
Supervisors present voting yes.

**RESOLUTION 05-16-01**

**RESOLUTION ADOPTING LAW ENFORCEMENT POLICIES REQUIRED FOR SUBMISSION  
OF A COMMUNITY DEVELOPMENT BLOCK GRANT**

The foregoing resolution was moved for adoption by Supervisor P. Peterson second by  
Supervisor Folcey. Supervisor Habhegger explained. Discussion. Corporation Counsel, Andrew  
Kaftan further explained. Discussion. A roll call vote was taken. The resolution passed (14 Y - 1  
N - 1 Absent).

Las voted: Y	Pierce voted: Y	VanWychen was Absent	Schnitzler voted: Y
Habhegger voted: Y	Olson voted: N	Von Ruden voted: Y	Halverson voted: Y
Path voted: Y	Sherwood voted: Y	Steele voted: Y	Peterson, Pete voted: Y
Peterson, Dean voted: Y	Folcey voted: Y	Schroeder voted: Y	Cook voted: Y

**RESOLUTION 05-16-02**

**RESOLUTION APPROVING CHANGE ORDER TO CONNECT TEMPORARY CHILLER**

The foregoing resolution was moved for adoption by Supervisor P. Peterson second by  
Supervisor Von Ruden. Chair Schnitzler explained. Discussion. A roll call vote was taken. The  
resolution passed (13 Y - 2 N - 1 Absent).

Las voted: Y	Pierce voted: Y	VanWychen was Absent	Schnitzler voted: Y
Habhegger voted: Y	Olson voted: N	Von Ruden voted: Y	Halverson voted: Y
Path voted: Y	Sherwood voted: Y	Steele voted: N	Peterson, Pete voted: Y
Peterson, Dean voted: Y	Folcey voted: Y	Schroeder voted: Y	Cook voted: Y

**RESOLUTION 05-16-03**

**RESOLUTION AUTHORIZING WITHDRAWAL FROM MONROE COUNTY FARM EDUCATION  
ACCOUNT FOR ENVIRONMENTAL EDUCATION AND RESTORATION PROJECT AT  
MEADOWVIEW MIDDLE SCHOOL**

The foregoing resolution was moved for adoption by Supervisor Pierce second by Supervisor Schroeder. Supervisor Pierce explained. Discussion. A roll call vote was taken. The resolution passed (14 Y - 1 N - 1 Absent).

Las voted: Y	Pierce voted: Y	VanWychen was Absent	Schnitzler voted: Y
Habegger voted: Y	Olson voted: N	Von Ruden voted: Y	Halverson voted: Y
Path voted: Y	Sherwood voted: Y	Steele voted: Y	Peterson, Pete voted: Y
Peterson, Dean voted: Y	Folcey voted: Y	Schroeder voted: Y	Cook voted: Y

#### **RESOLUTION 05-16-04**

#### **RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO. 286-02170-0000**

The foregoing resolution was moved for adoption by Supervisor D. Peterson second by Supervisor Sherwood. Supervisor D. Peterson explained. Discussion. A roll call vote was taken. The resolution passed with all 15 Supervisors voting yes.

#### **RESOLUTION 05-16-05**

#### **RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO. 048-00475-0000**

The foregoing resolution was moved for adoption by Supervisor D. Peterson second by Supervisor Von Ruden. Supervisor Path explained. Corporation Counsel, Andrew Kaftan further explained. Discussion. Motion by Supervisor Steele second by Supervisor Sherwood to send back to the Property & Maintenance Committee to resolve the issue. Discussion. Call the question by Supervisor Steele second by Supervisor Pierce. A roll call vote was taken. The discussion ended (13 Y - 2 N - 1 Absent).

Las voted: Y	Pierce voted: Y	VanWychen was Absent	Schnitzler voted: Y
Habegger voted: Y	Olson voted: N	Von Ruden voted: Y	Halverson voted: Y
Path voted: N	Sherwood voted: Y	Steele voted: Y	Peterson, Pete voted: Y
Peterson, Dean voted: Y	Folcey voted: Y	Schroeder voted: Y	Cook voted: Y

A roll call vote was taken. The motion to send back to the Property & Maintenance Committee passed (13 Y - 2 N - 1 Absent).

Las voted: Y	Pierce voted: Y	VanWychen was Absent	Schnitzler voted: Y
Habegger voted: Y	Olson voted: N	Von Ruden voted: Y	Halverson voted: Y
Path voted: Y	Sherwood voted: Y	Steele voted: Y	Peterson, Pete voted: Y
Peterson, Dean voted: N	Folcey voted: Y	Schroeder voted: Y	Cook voted: Y

#### **RESOLUTION 05-16-06**

#### **RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO. 020-00077-2500**

The foregoing resolution was moved for adoption by Supervisor Von Ruden second by Supervisor Sherwood. Supervisor D. Peterson explained. Discussion. A roll call vote was taken. The resolution passed with all 15 Supervisors present voting yes.

#### **RESOLUTION 05-16-07**

#### **RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO. 020-00089-2500**

The foregoing resolution was moved for adoption by Supervisor D. Peterson second by Supervisor Path. Supervisor D. Peterson explained. Discussion. A roll call vote was taken. The resolution passed (11 Y - 4 N - 1 Absent).

Las voted: N	Pierce voted: Y	VanWychen was Absent	Schnitzler voted: Y
Habhegger voted: Y	Olson voted: N	Von Ruden voted: N	Halverson voted: Y
Path voted: Y	Sherwood voted: Y	Steele voted: N	Peterson, Pete voted: Y
Peterson, Dean voted: Y	Folcey voted: Y	Schroeder voted: Y	Cook voted: Y

**RESOLUTION 05-16-08**

**RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO.  
024-00769-9000**

The foregoing resolution was moved for adoption by Supervisor D. Peterson second by Supervisor Sherwood. Supervisor D. Peterson explained. A roll call vote was taken. The resolution passed with all 15 Supervisors voting yes.

**RESOLUTION 05-16-09**

**RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO.  
026-00830-6000**

The foregoing resolution was moved for adoption by Supervisor D. Peterson second by Supervisor Sherwood. Supervisor D. Peterson explained. Discussion. A roll call vote was taken. The resolution passed with all 15 Supervisors present voting yes.

**RESOLUTION 05-16-10**

**RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO.  
038-00655-5000**

The foregoing resolution was moved for adoption by Supervisor Sherwood second by Supervisor D. Peterson. Supervisor D. Peterson explained. Discussion. A roll call vote was taken. The resolution passed with all 15 Supervisors present voting yes.

**RESOLUTION 05-16-11**

**RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO.  
026-00170-5001**

The foregoing resolution was moved for adoption by Supervisor D. Peterson second by Supervisor Schroeder. Supervisor D. Peterson explained. Discussion. A roll call vote was taken. The resolution passed with all 15 present voting yes.

**RESOLUTION 05-16-12**

**RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO.  
026-00170-5000**

The foregoing resolution was moved for adoption by Supervisor D. Peterson second by Supervisor Path. Supervisor D. Peterson explained. Discussion. A roll call vote was taken. The resolution passed (13 Y - 2 N - 1 Absent).

Las voted: Y	Pierce voted: Y	VanWychen was Absent	Schnitzler voted: Y
Habhegger voted: Y	Olson voted: N	Von Ruden voted: Y	Halverson voted: Y
Path voted: Y	Sherwood voted: Y	Steele voted: N	Peterson, Pete voted: Y
Peterson, Dean voted: Y	Folcey voted: Y	Schroeder voted: Y	Cook voted: Y

Motion by Supervisor P. Peterson second by Supervisor Las to adjourn at 8:00 p.m.

I, Shelley Bohl, Monroe County Clerk certify that to the best of my knowledge the foregoing is a correct copy of the May meeting of the Monroe County Board of Supervisors held on May 25, 2016.



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## APPOINTMENT (S)

Date of meeting: June 22, 2016

### Safe Communities Coalition

Term: Term ending 02/18

#### Appointee Names:

Cathy Abbott, Julie Anderson, Brandon Arenz, Liz Beard, Bob Bott, Michelle Bourman, Jan Bruder, Maretta Budde, Brad Byom, Andrea Cwiak, Renae Caldwell, Natalie Carlisle, Jack Dittmar, Phillip Enderle, Jeramy Foster, Tanya Evanson, Paul Frey, Mari Freiberg, Katy Gerke, Joshua Goede, Anne Heath, John Hendricks, Tracy Herlitzke, Jason Holtz, Laurence Johns, David Jones, Karen Joos, Steve Keller, Dave Kuderer, Jeffery Leis, Dave Lueck, Linda Ludeking, Hilary Masica, Mark Nicholson, Emilee Nottestad, Tess Nutt, Carla O'Rourke, Wendy Patterson, Jennifer Pederson, Steve Puccetti, Scott Perkins, Pam Rainwater, Terrence Rogalla, Theresa Rogalla, Shelly Teadt, Staci Tenner, Mary Treu, Rob Walensky, Pat Wuerzberger, Judi Zabel, Cindy Zahrte

#### Youth:

Dana Cale, Briana Nelson, Ashley Courtright, Caroline Olson, Cheyanne Abbott, Crystalix Ortiz, Gracie Meyer, Hannah Schmidt, Harley Filter, Jenna Johnson, Karen Lopez-Hernandez, Kaylee Brueggeman, Kaylie Tillman, K'Lynn Friemoth, Mahaila Ross, Megan White, Meleny Vasquez, Miranda Hobart

### Mississippi River Regional Planning

Term: Term ending 07/15/22

Appointee Name: James Kuhn

**TREASURER'S REPORT**  
**For the period of**  
**May 1, 2016 to May 31, 2016**  
**Annette M. Erickson, County Treasurer**

<b>General Checking Balances</b>	
Month End Balance	\$ 34,634.23
Outstanding Checks	\$ (554,055.26)
Outstanding Deposits	\$ 252,358.95
General Fund Investments	\$ 28,798,778.86
<b>Totals</b>	<b>\$ 28,531,716.78</b>

<b>Receipts for Current Month:</b>	<b>\$ 4,652,005.57</b>
<b>Wires &amp; Disbursements for Current Month:</b>	<b>\$ 4,439,079.82</b>

**INVESTMENTS**

<b>General Fund</b>				
<b>Bank</b>	<b>ACCOUNT #</b>	<b>AMOUNT</b>	<b>DUE DATES</b>	<b>RATE</b>
State Bank		\$ 3,277,104.76	none	0.25%
State Investment Pool		\$ 5,007,273.70	none	0.39%
River Bank CD		\$ 500,000.00	3/18/2017	0.80%
Citizens First Bank CD		\$ 500,000.00	2/1/2017	0.75%
River Bank CD		\$ 500,000.00	3/7/2017	0.80%
Timberwood Bank MM		\$ 1,627,048.41	none	0.50%
Timberwood Bank CD		\$ 500,000.00	4/8/2017	0.80%
Timberwood Bank MM		\$ 3,629,257.83	none	0.35%
Timberwood Bank CD		\$ 1,000,000.00	7/22/2016	0.70%
Partnership Bank CD		\$ 500,000.00	10/1/2016	0.70%
River Bank CD		\$ 2,010,554.72	7/22/2016	0.70%
River Bank CD		\$ 1,003,985.52	11/5/2016	0.80%
F & M Bank of Tomah Cdars		\$ 825,259.95	6/23/2016	0.94%
F & M Bank of Tomah Cdars		\$ 502,485.54	12/1/2016	1.00%
F & M Bank of Tomah		\$ 3,007.15	none	0.94%
F & M Bank of Kendall		\$ 500,000.00	3/18/2017	1.10%
Citizens First Bank MM		\$ 2,817,491.21	none	0.50%
River Bank MM		\$ 2,615,310.07	none	0.40%
ADM-CD's		\$ 980,000.00	none	1.10%
Union National CD		\$ 500,000.00	2/18/2017	0.50%
<b>TOTAL GENERAL FUND =</b>		<b>\$ 28,798,778.86</b>		

Total General Fund:	\$ 28,798,778.86
General Fund Reserve Balance:	\$ (15,113,159.00)
Restricted/Committed Fund Balance:	\$ (6,325,710.80)
	<u>\$ 7,359,909.06</u>

**TOTAL GENERAL FUND AS OF May, 2015 WAS:** **\$ 26,447,301.88**  
**DIFFERENCE FROM ONE YEAR AGO:** **\$ 2,349,695.45**

Delinquent Taxes in April, 2016 were:	\$ 963,644.43 *
Delinquent Taxes in April, 2015 were:	\$ 1,176,777.96
Delinquent Taxes are down from one year ago:	<u>\$ (213,133.53)</u>

\*This does not include the current year delinquent taxes

# TREASURER'S REPORT

For the period of May 1, 2016 to May 31, 2016

Annette M. Erickson, County Treasurer

## INVESTMENTS

BANK	ACCOUNT #	AMOUNT	DUE DATES	RATE
<b>History Room</b>				
Union National Bank MMI		\$ 96,688.34	None	0.25%
Union National Bank MMII		\$ 622,618.91	None	0.35%
Union National Bank Grotto MM		\$ 70,058.91	None	0.25%
Wegner Grotto Endowment		\$ 182,899.23	None	
<b>Haney Fund</b>				
State Bank of Sparta CD		\$ 1,000.00	6/23/2016	0.20%
<b>Transportation - Senior Services</b>				
River Bank CD		\$ 32,954.64	3/7/2017	0.80%
Union National Bank MM		\$ 28,237.94	None	0.25%
<b>Jail Assessment</b>				
Timberwood Bank MM		\$ 328,778.24	None	0.50%
<b>Monroe County Land Information Board</b>				
Timberwood Bank of Tomah		\$ 171,395.98	None	0.33%
<b>Community Development Block Grant Fund - Revolving Loan</b>				
State Bank of Sparta MM		\$ 750,495.62	None	0.25%
<b>Solid Waste Management - State Bank</b>				
Ridgeview II - Closure Escrow		\$ 202,192.39	9/8/2016	0.30%
		\$ 199,981.65	9/8/2016	0.30%
		\$ 198,355.07	8/4/2016	0.30%
		\$ 204,182.98	9/8/2016	0.30%
		\$ 214,197.06	9/8/2016	0.30%
Facility Reserve		\$ 172,340.08	None	0.25%
<b>Section 125 Plan</b>				
State Bank of Sparta		\$ 6,559.60	None	0.25%
<b>Worker's Comp</b>				
State Bank of Sparta		\$ 1,926,494.92	None	0.25%
F & M Bank-Tomah		\$ 546,919.27	None	0.45%
Park Bank-Sparta		\$ 259,747.69	None	0.21%
<b>Justice Center</b>				
ADM Investments- Bond 3		\$ 4,201,805.01	None	0.27%
<b>TOTAL OF RESTRICTED FUNDS NOT IN GENERAL FUND:</b>		\$ 10,417,903.53		

<b>Sales &amp; Use Tax</b>	
January - March, 2016	\$ 736,981.89
January - March, 2015	\$ 845,276.50
<b>Sales Tax down from 2015</b>	<b>\$ (108,294.61)</b>

## 2016 MONTHLY GENERAL INFORMATION

	GENERAL FUND	SALES TAX	CONTINGENCY FUND	DELINQUENT TAXES
BALANCE AS OF 01/01/2016 →	\$26,177,989.19	\$2,824,605.77	\$161,535.37	\$1,487,314.87 *
JANUARY	\$29,931,985.35	\$236,714.49	\$508,800.00	\$1,388,421.74 *
FEBRUARY	\$32,025,440.86	\$287,811.35	\$508,800.00	\$1,207,874.74 *
MARCH	\$30,324,920.43	\$212,456.05	\$453,800.00	\$1,130,496.27 *
APRIL	\$29,996,759.82		\$258,800.00	\$1,036,494.76 *
MAY	\$28,798,778.86		\$258,800.00	\$963,644.43 *
JUNE				*
JULY				*
AUGUST				NOW INCLUDES ALL YEARS DELINQUENT TAXES
SEPTEMBER				
OCTOBER				
NOVEMBER				
DECEMBER				

(CONTINGENCY FUND IS ACTUALLY PART OF THE TOTAL GENERAL FUND)

\*THESE DELINQUENT TAX AMOUNTS DO NOT INCLUDE THE TAX YEAR 2015

TOTAL SALES TAX RECEIVED IN CALENDAR YEAR 2015 - \$ 3,314,137.20

## 2015 MONTHLY GENERAL INFORMATION

	GENERAL FUND	SALES TAX	CONTINGENCY FUND	DELINQUENT TAXES	
BALANCE AS OF 01/01/2015 →	\$21,854,323.72	\$2,591,913.94	\$368,347.00	\$1,702,727.90 *	
JANUARY	\$27,113,401.14	\$228,755.85	\$368,347.00	\$1,600,670.48 *	
FEBRUARY	\$28,420,154.68	\$326,459.38	\$368,347.00	\$1,514,892.56 *	
MARCH	\$27,970,412.57	\$290,061.27	\$368,347.00	\$1,375,723.04 *	
APRIL	\$29,385,234.82	\$251,354.28	\$368,347.00	\$1,268,686.88 *	
MAY	\$26,447,301.88	\$276,909.50	\$217,072.00	\$1,176,777.96 *	
JUNE	\$26,532,540.23	\$334,985.36	\$234,009.00	\$1,100,716.45 *	
JULY	\$34,900,341.39	\$244,413.68	\$234,009.00	\$1,018,636.17 *	
AUGUST	\$28,517,393.29	\$336,007.78	\$234,009.00	\$2,271,919.03	NOW INCLUDES ALL YEARS DELINQUENT TAXES
SEPTEMBER	\$27,558,354.45	\$232,331.00	\$234,009.00	\$1,940,373.22	
OCTOBER	\$26,122,431.29	\$303,327.67	\$234,009.00	\$1,769,097.50	
NOVEMBER	\$26,570,114.48	\$278,313.52	\$234,009.00	\$1,634,403.28	
DECEMBER	\$26,177,989.19	\$211,217.91	\$161,535.37	\$1,487,314.87	

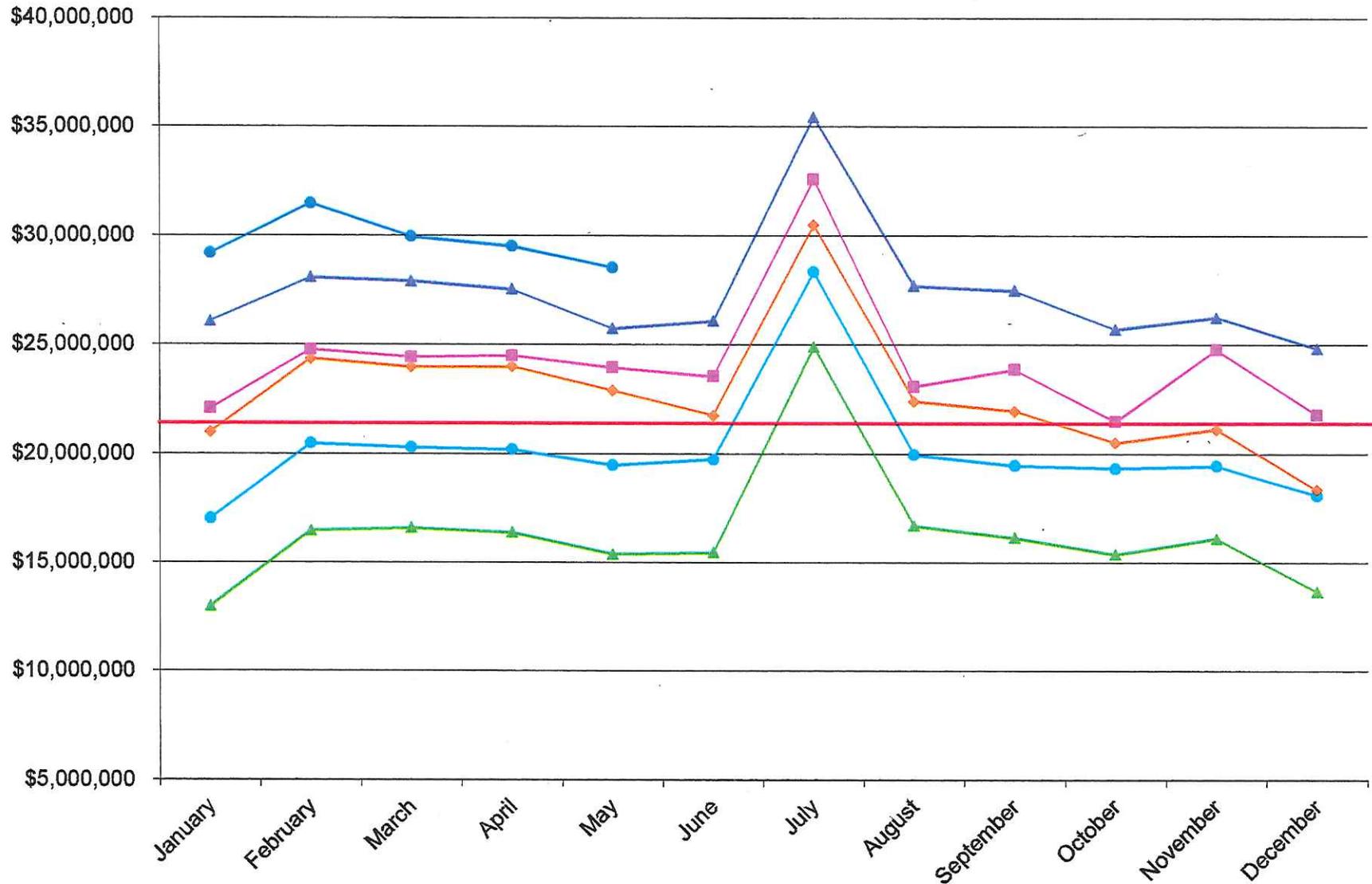
(CONTINGENCY FUND IS ACTUALLY PART OF THE TOTAL GENERAL FUND)

\*THESE DELINQUENT TAX AMOUNTS DO NOT INCLUDE THE TAX YEAR 2014

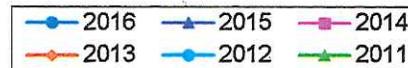
TOTAL SALES TAX RECEIVED IN CALENDAR YEAR 2014 - \$3,083,751.36

Balance includes outstanding deposits, outstanding checks, checking acct balance, and General MM

### County Total General Fund Cash Balance



Minimum Fund Balance Reserve + Restricted/Committed Fd Balance



6/13/2016  
 Tina Osterberg  
 Monroe County Finance Director  
 K:\Finance Report\2016\General Fund Reserved-Committed 2016

## Total General Fund Restrictions

General Fund Balance MM/ICS -	\$ 20,537,176.54	
General Fund CD's	\$ 7,994,540.24	
Total General Fund	\$ 28,531,716.78	\$ 21,438,869.80 Reserve Policy - Includ.Restr/Com
Less Human Services Prepay	\$ 172,936.25	Prepay due back to state 12/31/2016 - \$415,047
Total General Fund -Less Prepay	<u>\$ 28,358,780.53</u>	1/12 each month is approximately \$34,587.25

### Restricted Funds

MM Haney Res 10000000 342100 E2050-\$1,000	\$ 865.66
Child Support - Designated Fund Balance	\$ 51,330.16
Software/computers 21300000 342100 E2200	
WEDCS Election Exp. Fund 11421000 579100	\$ 1,621.13
Redaction Fees 11715000 461390/521350	\$ 34,916.16
K-9 Donations 12116000 485000	\$ 11,421.75
Dog Control 14195000	\$ 30,196.32
Parks 15200000 485000/579200	\$ 5,105.66
Crep Program 16140000	\$ 17,267.71
Forestry Maint. Land Acq. 16919000 580100	\$ 49,254.58
Forestry-Habelman Reforest 16919000 521700	\$ 1,471.13
Wildlife Habitat 16913000 435800/534050	\$ 1,621.87

### Committed Funds

Debt Service Fund - Resolution 06-13-02	\$ -	
Justice Center Reserve -Fund 47200000	\$ 3,086,000.00	3 M. plus rent proceeds
Farm Proceeds-Ed Fd 10000000 342400 E4050-11:	\$ 55,918.77	\$5,968 approved to be spent
Nonlapsing Technology Pool 71490000	\$ 621,962.16	
Radio System Project 47260000	\$ 762,652.30	
Cloud-Based ERP Financial Software/(Avatar)	\$ 397,224.81	
Justice 12950000 485000/579200	\$ 530.00	
Angelo Wayside Improvement-17620620 582000	\$ 527.19	

### Extension

Leadership Prog. Exp. 15620611 579100	\$ 6,318.98
Family Living Agent 15620613 579100	\$ 2,471.35
Agriculture Agent 15620614 579100	\$ 10,873.06
Youth Development Agent 15620615 579100	\$ 82.21
Pesticide Certification 15620616 579100	\$ 2,145.97

### Assigned Funds

Human Services Reserve Fund 24900000 343000	\$ 300,000.00
Contingency Fund Balance 10010000 539200	\$ 258,800.00
Retirement/Fringe Pool 11435000 515200	\$ 34,608.94
Nonlapsing Capital Pool 17100169 582500	\$ 580,522.93

<b>Total</b>	<u>\$ 6,325,710.80</u>
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<b>Unassigned General Fund Balance</b>	<u>\$ 22,033,069.73</u>
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6/13/2016

Tina Osterberg Monroe County Finance Director

K:\Finance Report\2016\General Fund Reserved-Committed 2016

FINANCIAL DATA THROUGH APRIL 30, 2016

**REVENUES**

FUND / DEPT	TOTAL ANNUAL 2016 BUDGET	Actual YTD 2016	2016		2015	
			Actual to Ann Budget %	Actual YTD 2015	Actual to Ann Budget %	
1190 Other Gen including Taxes	\$ 13,985,335	\$ 8,361,933	59.79%	\$ 8,576,662	55.97%	
1121 Circuit Court/Family Court	\$ 188,640	\$ 78,379	41.55%	\$ 76,278	38.06%	
1122 Clerk of Court	\$ 398,590	\$ 177,073	44.42%	\$ 174,179	40.57%	
1127 Medical Examiner	\$ 27,000	\$ 9,700	35.93%	\$ 7,500	23.96%	
1131 District Attorney	\$ 28,200	\$ 13,425	47.61%	\$ 13,959	49.85%	
1131 Victim Witness	\$ 38,458	\$ -	0.00%	\$ -	0.00%	
1132 Corporation Counsel	\$ -	\$ -	100.00%	\$ -	100.00%	
1142 County Clerk/Elections	\$ 22,150	\$ 10,172	45.92%	\$ 16,958	79.64%	
1143 Personnel	\$ -	\$ -	100.00%	\$ 5	100.00%	
1151 Finance	\$ 567,781	\$ 220,179	38.78%	\$ 213,416	38.78%	
1152 Treasurer	\$ 12,000	\$ 4,361	36.34%	\$ 4,019	33.49%	
1160 Maintenance	\$ 5,201	\$ 1,328	25.53%	\$ 1,279	3.85%	
1170 Surveyor	\$ -	\$ 780	100.00%	\$ 420	100.00%	
1171 Register of Deeds	\$ 255,070	\$ 111,632	43.77%	\$ 97,033	36.49%	
1175 Land Records	\$ 225,798	\$ 101,304	44.86%	\$ 23,426	20.23%	
1210 Sheriff(Trib Law, Speed, Click-It, Tactical)	\$ 98,486	\$ 68,448	69.50%	\$ 56,368	46.84%	
1270 Jail	\$ 73,880	\$ 53,301	72.14%	\$ 71,386	47.51%	
1290 Emergency Mgmt (EPCRA, Grants)	\$ 67,128	\$ -	0.00%	\$ 110	0.14%	
1293 Dispatch	\$ -	\$ 23	100.00%	\$ 225	100.00%	
1295 Justice	\$ 226,040	\$ 92,889	41.09%	\$ 79,115	28.27%	
1368 Sanitation	\$ 122,000	\$ 25,591	20.98%	\$ 20,323	16.66%	
1419 Dog Control	\$ 112,150	\$ 73,719	65.73%	\$ 73,364	66.63%	
1470 Veterans Services	\$ 10,000	\$ 5,438	54.38%	\$ 387	3.87%	
1512 Local History Room	\$ 15,000	\$ 3,562	23.74%	\$ 40,701	213.95%	
1520 Parks	\$ 150,500	\$ 25,060	16.65%	\$ 36,029	28.06%	
1530 Snowmobile	\$ 225,000	\$ 37,288	16.57%	\$ 23,542	10.46%	
1560 Extension	\$ 900	\$ 6,367	707.49%	\$ 3,710	172.05%	
1670 Tourism/Hid Valley/Economic Dev	\$ 10,508	\$ 10,533	100.24%	\$ 7,683	256.11%	
1691 Forestry	\$ 101,610	\$ 47,570	46.82%	\$ 89,431	89.51%	
1694 Land Conservation(env, wild, land)	\$ 534,316	\$ 33,971	6.36%	\$ 41,991	7.91%	
1698 Zoning	\$ 20,662	\$ 10,405	50.36%	\$ 7,464	36.13%	
Capital Outlay	\$ 39,420	\$ -	0.00%	\$ -	0.00%	
<b>Total General Fund</b>	<b>\$ 17,561,823</b>	<b>\$ 9,584,430</b>	<b>54.58%</b>	<b>\$ 9,756,962</b>	<b>51.38%</b>	

FUND / DEPT	TOTAL ANNUAL 2016 BUDGET	Actual YTD 2016	2016		2015	
			Actual to Ann Budget %	Actual YTD 2015	Actual to Ann Budget %	
100 General Fund	\$ 17,561,823	\$ 9,584,430	54.58%	\$ 9,756,962	51.38%	
213 Child Support	\$ 517,155	\$ 138,992	26.88%	\$ 130,200	27.40%	
241 Health	\$ 831,320	\$ 560,891	67.47%	\$ 574,273	65.95%	
246 Senior Services	\$ 1,009,162	\$ 508,499	50.39%	\$ 419,539	44.92%	
249 Human Services	\$ 8,372,787	\$ 4,200,145	50.16%	\$ 4,390,922	52.37%	
633 Solid Waste	\$ 2,034,034	\$ 615,308	30.25%	\$ 459,639	24.33%	
642 Rolling Hills	\$ 8,071,994	\$ 2,824,098	34.99%	\$ 3,348,423	39.12%	
714 Info Systems	\$ 1,163,043	\$ 949,129	81.61%	\$ 875,728	76.87%	
715 Nonlapsing-Technology Pool	\$ 664,495	\$ 136,237	20.50%	\$ 135,220	22.86%	
719 Workers Compensation	\$ 135,014	\$ 152,105	100.00%	\$ 208,562	100.00%	
732 Highway	\$ 10,690,738	\$ 4,608,619	43.11%	\$ 4,094,145	42.25%	
Total General Operating Rev.	\$ 51,051,565	\$ 24,278,454	47.56%	\$ 24,393,612	47.34%	
310 Debt Services	\$ 3,012,722	\$ 1,821,402	60.46%	\$ 2,595,914	69.20%	
420 Capital Projects	\$ 11,584,769	\$ 259,089	2.24%	\$ 1,302,624	7.15%	
820 Jail Assessment Fund	\$ 118,500	\$ 21,638	18.26%	\$ 21,251	16.35%	
830 Local History Room	\$ 15,000	\$ 14,171	94.47%	\$ 31,660	166.42%	
856 M.M. Haney Trust Fund	\$ -	\$ -	100.00%	\$ -	100.00%	
860 Revolving Loan Fund	\$ 7,500	\$ 2,779	100.00%	\$ 3,239	100.00%	
<b>Total Revenues</b>	<b>\$ 65,790,056</b>	<b>\$ 26,397,533</b>	<b>40.12%</b>	<b>\$ 28,348,300</b>	<b>38.50%</b>	

This is the 5 out of 12 months **42.00%**  
 These revenue numbers include the tax appropriations for 2016.

FINANCIAL DATA THROUGH APRIL 30, 2016  
2016

**EXPENSES**

FUND / DEPT	TOTAL ANNUAL 2016 BUDGET	Actual YTD 2016	Actual to Ann Budget %	Actual YTD 2015	2015 Actual to Ann Budget %
1190 Other Gen. Including Taxes	\$ 721,743	\$ 450,874	62.47%	\$ 1,375,845	59.40%
1110 County Board	\$ 111,667	\$ 58,590	52.47%	\$ 61,377	40.96%
1121 Circuit Court/Family Court	\$ 547,224	\$ 199,364	36.43%	\$ 187,058	33.00%
1122 Clerk of Court	\$ 651,461	\$ 238,995	36.69%	\$ 247,173	37.41%
1127 Medical Examiner	\$ 131,433	\$ 44,089	33.55%	\$ 41,978	29.63%
1131 District Attorney	\$ 392,880	\$ 141,592	36.04%	\$ 139,039	36.67%
1131 Victim Witness	\$ 77,439	\$ 29,267	37.79%	\$ 18,104	30.96%
1132 Corporate Counsel	\$ 242,789	\$ 93,596	38.55%	\$ 89,691	38.04%
1141 Administrator	\$ 162,457	\$ 59,253	36.47%	\$ 60,351	38.25%
1142 County Clerk/Elections	\$ 248,081	\$ 102,065	41.14%	\$ 85,265	41.94%
1143 Personnel	\$ 419,155	\$ 139,831	33.36%	\$ 135,103	36.04%
1151 Finance	\$ 872,800	\$ 337,965	38.72%	\$ 328,123	38.47%
1152 Treasurer	\$ 281,011	\$ 118,304	42.10%	\$ 116,808	38.74%
1160 Maintenance	\$ 854,790	\$ 230,869	27.01%	\$ 206,916	30.17%
1170 Surveyor	\$ 27,556	\$ 10,030	36.40%	\$ 4,870	17.67%
1171 Register of Deeds	\$ 256,053	\$ 95,287	37.21%	\$ 103,227	37.49%
1175 Land Records	\$ 228,455	\$ 49,759	21.78%	\$ 77,729	67.12%
1210 Sheriff(drug,trib,speed,click, tactical)	\$ 2,769,021	\$ 1,021,128	36.88%	\$ 1,008,946	35.79%
1270 Jail	\$ 2,795,006	\$ 1,108,252	39.65%	\$ 992,205	32.61%
1290 Emergency Mgmt (SARA, Grants)	\$ 121,930	\$ 39,254	32.19%	\$ 45,503	32.07%
1293 Dispatch	\$ 1,086,626	\$ 450,172	41.43%	\$ 433,771	41.63%
1295 Justice	\$ 813,946	\$ 258,108	31.71%	\$ 188,906	20.77%
1368 Sanitation	\$ 171,741	\$ 45,726	26.63%	\$ 45,986	27.27%
1419 Dog Control	\$ 165,620	\$ 59,813	36.11%	\$ 51,632	31.59%
1470 Veterans Services	\$ 111,048	\$ 38,432	34.61%	\$ 41,666	37.09%
1511 Library Grants	\$ 340,781	\$ 340,781	100.00%	\$ 343,540	100.00%
1512 Local History Room	\$ 105,770	\$ 42,693	40.36%	\$ 35,426	33.90%
1520 Parks	\$ 135,468	\$ 23,624	17.44%	\$ 27,598	21.60%
1530 Snowmobile	\$ 225,000	\$ 0	0.00%	\$ 0	0.00%
1560 Extension	\$ 217,467	\$ 79,723	36.66%	\$ 33,461	15.99%
1670 Tourism/Hid Valleys/Econmic.Dev.	\$ 117,484	\$ 61,638	52.47%	\$ 62,751	56.39%
1691 Forestry	\$ 137,951	\$ 23,569	17.09%	\$ 20,642	14.84%
1694 Land Conservation(env, wild, land)	\$ 621,666	\$ 88,223	14.19%	\$ 95,372	15.27%
1698 Zoning	\$ 94,807	\$ 36,544	38.55%	\$ 35,093	38.12%
1700 Capital Outlay	\$ 1,303,496	\$ 302,358	23.20%	\$ 40,724	3.66%
<b>Total General Fund</b>	<b>\$ 17,561,822</b>	<b>\$ 6,419,768</b>	<b>36.56%</b>	<b>\$ 6,781,879</b>	<b>35.71%</b>

FUND / DEPT	TOTAL ANNUAL 2016 BUDGET	Actual YTD 2016	2016 Actual to Ann Budget %	Actual YTD 2015	2015 Actual to Ann Budget %
100 General Fund	\$ 17,561,822	\$ 6,419,768	36.56%	\$ 6,781,879	35.71%
213 Child Support	\$ 517,155	\$ 184,706	35.72%	\$ 173,067	36.42%
241 Health	\$ 831,320	\$ 296,309	35.64%	\$ 307,905	35.36%
246 Senior Services	\$ 1,009,162	\$ 306,418	30.36%	\$ 328,098	35.13%
249 Human Services	\$ 8,372,787	\$ 2,859,612	34.15%	\$ 2,426,137	28.94%
633 Solid Waste	\$ 2,034,034	\$ 700,373	34.43%	\$ 611,178	32.35%
642 Rolling Hills	\$ 8,071,994	\$ 3,071,176	38.05%	\$ 2,866,556	33.49%
714 Information Systems	\$ 1,163,043	\$ 402,269	34.59%	\$ 389,749	34.21%
715 Nonlapsing-Technology Pool	\$ 664,495	\$ 42,533	6.40%	\$ 11,634	1.97%
719 Workers Compensation	\$ 135,014	\$ 157,946	100.00%	\$ 128,731	100.00%
732 Highway	\$ 10,690,738	\$ 1,900,878	17.78%	\$ 1,622,482	16.74%
<b>Total General Operating Exp.</b>	<b>\$ 51,051,564</b>	<b>\$ 16,341,988</b>	<b>32.01%</b>	<b>\$ 15,647,417</b>	<b>30.37%</b>
310 Debt Service	\$ 3,012,722	\$ 2,704,020	89.75%	\$ 2,554,221	68.09%
410 Capital Projects	\$ 11,584,769	\$ 2,689,923	23.22%	\$ 6,032,021	33.13%
820 Jail Assessment	\$ 118,500	\$ 115	0.10%	\$ 13,558	10.43%
830 Local History Room	\$ 15,000	\$ 2,378	15.86%	\$ 39,893	209.70%
860 Revolving Loan Fund	\$ 1,400	\$ 372	100.00%	\$ 107	100.00%
<b>Total Expenses</b>	<b>\$ 65,783,956</b>	<b>\$ 21,738,798</b>	<b>33.05%</b>	<b>\$ 24,287,217</b>	<b>32.98%</b>

This is the 5 out of 12 months

42.00%

6/13/2016

Tina Osterberg Monroe County Finance Director  
K:\Finance Report\2016\Finance Summary Munis-2016

**SALARY & FRINGE EXPENSE**

FUND / DEPT	TOTAL ANNUAL 2016 BUDGET	Actual YTD 2016	2016		2015	
			Actual to Ann Budget %	Actual YTD 2015	Actual to Ann Budget %	
1110 County Board	\$ 48,986	\$ 20,321	41.48%	\$ 23,279	28.11%	
1121 Circuit Court	\$ 296,462	\$ 112,616	37.99%	\$ 105,739	38.89%	
1122 Clerk of Court	\$ 497,194	\$ 198,156	39.85%	\$ 188,913	41.06%	
1127 Medical Examiner	\$ 84,540	\$ 34,281	40.55%	\$ 32,629	38.63%	
1131 District Attorney	\$ 348,196	\$ 130,751	37.55%	\$ 131,490	39.00%	
1131 Victim Witness	\$ 73,494	\$ 27,838	37.88%	\$ 16,619	30.52%	
1132 Corporate Counsel	\$ 232,534	\$ 90,321	38.84%	\$ 86,819	39.05%	
1141 Administrator	\$ 149,554	\$ 53,710	35.91%	\$ 55,187	38.32%	
1142 County Clerk	\$ 156,921	\$ 60,295	38.42%	\$ 62,065	40.11%	
1143 Personnel	\$ 157,265	\$ 60,582	38.52%	\$ 56,101	37.33%	
1151 Finance	\$ 806,435	\$ 313,474	38.87%	\$ 305,479	39.02%	
1152 Treasurer	\$ 213,724	\$ 82,454	38.58%	\$ 86,714	37.59%	
1160 Maintenance	\$ 266,317	\$ 108,161	40.61%	\$ 100,344	33.03%	
1170 Register of Deeds	\$ 190,807	\$ 74,554	39.07%	\$ 73,811	39.37%	
1175 Land Records	\$ 64,751	\$ 24,664	38.09%		100.00%	
1210 Sheriff (tribal law, speed, click-it)	\$ 2,328,071	\$ 878,067	37.72%	\$ 866,996	43.87%	
1270 Jail	\$ 1,845,321	\$ 731,246	39.63%	\$ 666,702	44.15%	
1290 Emergency Management(SARA)	\$ 101,131	\$ 34,043	33.66%	\$ 39,680	39.66%	
1293 Dispatch	\$ 882,637	\$ 350,043	39.66%	\$ 348,961	45.15%	
1295 Justice	\$ 442,884	\$ 148,868	33.61%	\$ 116,109	33.46%	
1368 Sanitation	\$ 111,647	\$ 42,986	38.50%	\$ 42,847	46.63%	
1419 Dog Control	\$ 110,362	\$ 46,587	42.21%	\$ 38,504	41.32%	
1470 Veterans Services	\$ 82,895	\$ 31,700	38.24%	\$ 33,832	45.30%	
1512 Local History Room	\$ 86,080	\$ 33,647	39.09%	\$ 31,607	46.77%	
1520 Parks	\$ 76,837	\$ 20,361	26.50%	\$ 20,825	33.99%	
1560 Extension	\$ 161,623	\$ 69,192	42.81%	\$ 22,935	20.47%	
1691 Forestry	\$ 44,862	\$ 17,668	39.38%	\$ 16,221	44.61%	
1694 Land Conservation	\$ 195,568	\$ 68,285	34.92%	\$ 73,344	44.40%	
1698 Zoning	\$ 89,125	\$ 34,133	38.30%	\$ 33,441	46.94%	
<b>Total General Fund</b>	<b>\$ 10,146,223</b>	<b>\$ 3,899,005</b>	<b>38.43%</b>	<b>\$ 3,677,192</b>	<b>36.70%</b>	

FUND / DEPT	TOTAL ANNUAL 2016 BUDGET	Actual YTD 2016	2016		2015	
			Actual to Ann Budget %	Actual YTD 2015	Actual to Ann Budget %	
<b>SALARY &amp; FRINGE EXPENSES</b>						
100 General Fund	\$ 10,146,223	\$ 3,899,005	38.43%	\$ 3,677,192	36.70%	
213 Child Support	\$ 393,412	\$ 153,580	39.04%	\$ 151,247	39.21%	
241 Health	\$ 743,243	\$ 274,335	36.91%	\$ 284,322	36.72%	
246 Senior Services	\$ 524,324	\$ 191,005	36.43%	\$ 197,565	38.68%	
249 Human Services	\$ 3,235,223	\$ 1,248,522	38.59%	\$ 1,121,837	37.18%	
633 Solid Waste	\$ 145,508	\$ 56,966	39.15%	\$ 35,495	26.51%	
642 Rolling Hills	\$ 6,012,736	\$ 2,140,877	35.61%	\$ 2,130,261	34.41%	
714 Info Systems	\$ 286,647	\$ 111,689	38.96%	\$ 108,100	39.17%	
732 Highway	\$ 3,062,394	\$ 1,108,824	36.21%	\$ 1,130,237	37.99%	
<b>Total Salary Expenses</b>	<b>\$ 24,549,710</b>	<b>\$ 9,184,803</b>	<b>37.41%</b>	<b>\$ 8,836,255</b>	<b>36.39%</b>	

This is 5 months of Insurance out of 12 with 10.1/26 payrolls

# MONROE COUNTY

## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: June 6, 2016  
 Department: Senior Services  
 Amount: \$11,368.00  
 Budget Year Amended: 2016

Source of Increase / Decrease and affect on Program:  
 (If needed attached separate brief explanation.)

WI Department of Transportation funding check was less than initially announced.  
 GWAAR SHIP funding had a decrease in funding. (State Ben Spec funds).  
 GWAAR funding had an increase in funding. (State misc categories IIIB through IIIE below).

**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustmen	Final Budget
24660610 435340	Transportation Aide	\$ 89,870.00	\$ (289.00)	\$ 89,581.00
24620200 435690	SHIP	\$ 4,000.00	\$ (247.00)	\$ 3,753.00
24630300 435650	Title III B	\$ 43,270.00	\$ 3,394.00	\$ 46,664.00
24600001 435650	Cong C1	\$ 93,208.00	\$ 1,772.00	\$ 94,980.00
24600050 435663	HD C2	\$ 29,438.00	\$ 4,073.00	\$ 33,511.00
24640000 435675	Title III D	\$ 2,755.00	\$ 282.00	\$ 3,037.00
24650000 435677	Title III E	\$ 17,539.00	\$ 2,383.00	\$ 19,922.00
Total Adjustment			\$ 11,368.00	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustmen	Final Budget
24660610 522015	Fuel	\$ 24,400.00	\$ (289.00)	\$ 24,111.00
24620200 533250	Ben Spec Staff travel	\$ 1,150.00	\$ (247.00)	\$ 903.00
24630370 527105	IIIB Other Services for Clients	\$ 6,826.00	\$ 3,394.00	\$ 10,220.00
24600001 534105	Cong Site Supplies	\$ 3,184.00	\$ 1,472.00	\$ 4,656.00
24600045 524600	Witon Equipment Maint/repair	\$ 50.00	\$ 300.00	\$ 350.00
24600050 534105	HD Site Supplies	\$ 6,500.00	\$ 4,073.00	\$ 10,573.00
24640000 527105	Title IIID Other Srvc Clients	\$ 1,506.00	\$ 282.00	\$ 1,788.00
24650000 539200	IIIE Expense	\$ 8,371.00	\$ 2,383.00	\$ 10,754.00
Total Adjustment			\$ 11,368.00	

Department Head Approval: *Laura Moriarty*  
 Date Approved by Committee of Jurisdiction: 6/6/16

*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: 06/15/2016  
 Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

# MONROE COUNTY

## Notice of Budgetary Adjustment

### Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: June 2, 2016  
 Department: WIC  
 Amount: \$28,697.00  
 Budget Year Amended: 2016

(If needed attached separate brief explanation.)

This is a budget adjustment for Fit Families Grant from Division of Public Health to carry over funds (\$9749.00) for fiscal year October 1, 2015 thru September 30, 2016.

On May 25, 2016, WIC received the additional calendar year 2016 grant funding of \$17,023.00 from the WI Division of Public Health and as well as revenue of \$1925.00 for blood lead screening.

#### Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24120000 435555	Fit Families	\$ -	\$ 9,749.00	\$ 9,749.00
435500	WIC	\$ 181,942.00	\$ 17,023.00	\$ 198,965.00
46590	WIC Other	\$ -	\$ 1,925.00	\$ 1,925.00
				\$ -
Total Adjustment			\$ 28,697.00	

#### Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24120000 511000	Salary	\$ 136,169.00	\$ 5,939.00	\$ 142,108.00
24120000 515005	Retirement	\$ 8,411.00	\$ 1,687.00	\$ 10,098.00
24120000 515010	Social Security	\$ 8,445.00	\$ 436.00	\$ 9,275.00
24120000 515015	Medicare	\$ 1,976.00	\$ 185.00	\$ 2,161.00
24120000 515020	Health Insurance	\$ 18,681.00	\$ 12,571.00	\$ 31,252.00
24120000 515025	Dental Insurance	\$ 892.00	\$ 780.00	\$ 1,672.00
24120000 515030	Life Insurance	\$ 45.00	\$ 7.00	\$ 52.00
24120000 515040	Work Comp	\$ 179.00	\$ 238.00	\$ 417.00
24120000 531060	Printing Expense	\$ 100.00	\$ 737.00	\$ 837.00
24120000 522025	Telephone	\$ 178.00	\$ 32.00	\$ 210.00
24120000 533010	Conferences/Seminars	\$ 1,000.00	\$ 500.00	\$ 1,500.00
24120000 534150	Mileage	\$ 500.00	\$ 540.00	\$ 1,040.00
24120000 534150	Nutrition Ed Supplies	\$ 831.00	\$ 1,849.00	\$ 2,680.00
24120000 534250	Medical Supplies Expense	\$ 2,000.00	\$ 3,196.00	\$ 5,196.00

Department Head Approval: *[Signature]* \$ 28,697.00

Date Approved by Committee of Jurisdiction: *[Signature]* June 6, 2016

Following this approval please forward to the County Clerk's Office.

*[Signature]*  
HHS Board

Date Approved by Finance Committee: 06/15/2016

Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

Rev 2/14

## **Budget Adjustment**

### Purpose

To comply with State Statute 65.90 (5)

### Policy

A budget adjustment should be made when increasing /(decreasing) both your revenue budget and expenditure budget. These changes come from new grants or changes in grant monies, transfers from sources in the county outside a department's original budget, etc. No budget line item should exceed the adopted budget at any time during a fiscal year.

### Procedure

To initiate a budget adjustment, the department head shall notice the review, discussion & action of this completed & signed form on the next monthly meeting agenda of their committee of jurisdiction. If the Budgetary Adjustment is approved by the committee of jurisdiction the signed copy of this form along with a copy of the meeting minutes shall be forward to the County Clerk to be noticed on the Finance Committee agenda for review, discussion & action.

Upon Finance Committee approval the signed Budgetary Adjustment form shall be forwarded to the County Clerk to be notice on the County Board agenda for review, discussion and action.

Per WI Stats 65.90(5)(a) the Budgetary Adjustment must be authorized by a vote of two-thirds of the entire membership of the County Board.

A department representative must be available at each meeting to address any questions or concerns that may arise during review and discussion.

# MONROE COUNTY

## Notice of Re-Purpose of Funds

Unanticipated Change of What Funds Were Labeled For

Date: 5/18/2016  
 Department: MAINTENANCE  
 Amount: <\$20,000.00  
 Budget Year Amended: 2016

Explanation/Reason funds are being re-purposed and affect on Program:  
 (If needed attached separate brief explanation.)

THIS WOULD BE THE AMOUNT ESTIMATED TO REPLACE THE ADMIN CENTER ROOF TOP UNIT. THE UNIT HAS A BAD COIL AND IS LEAKING FREON. TWO VENDORS HAVE LOOKE  
AT THE UNIT AND VERIFIED THAT PARTS ARE NOT AVAILABLE AND REPAIR WOULD BE  
COSTLY AND DIFFICULT. BOTH FEEL THAT A BETTER CHOICE WOULD BE REPLACEMEN

**Original Budgeted Line's Purpose:**

<u>Account #</u>	<u>Account Name</u>	<u>Original Purpose</u>	<u>Amount to Re-Purpose</u>
17100169582500	NON-LAPSE LONG RANGE	LONG RANGE HVAC REPAIRS	<\$20,000.00
	HVAC		
Total Adjustment			\$ -

**New Budgeted Line's Purpose:**

<u>Account #</u>	<u>Account Name</u>	<u>New Purpose</u>	<u>Amount Re-Purposed</u>
17100169582500	SAME	REPLACE ADMIN ROOFTOP UNIT	<\$20,000.00
Total Adjustment			\$ -

Department Head Approval: *Darryl Johnson*  
 Date Approved by Committee of Jurisdiction: 5-18-2016

*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: 06-15-2016  
 Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

## **RESOLUTIONS AND ORDINANCES – June 22, 2016**

Closed Session per WI Statutes 19.85(g); Consultation with attorney in regards to legal action and options on Justice Center contracts. 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.

**1. RESOLUTION TO ESTABLISH AUTHORITY FOR APPROVAL OF DONATION AND USER FEES BUDGET LINE ADJUSTMENTS FOR USE**

Offered by the Finance Committee

**2. RESOLUTION AUTHORIZING CHANGE ORDER TO INSTALL ELECTRICAL WIRE IN RADIO ROOM**

Offered by the Finance Committee

**3. RESOLUTION AUTHORIZING FUNDS FOR MEDIATION**

Offered by the Finance Committee

**4. RESOLUTION AUTHORIZING RELEASE OF FUNDS TO MIRON**

Offered by the Finance Committee

RESOLUTION NO. 06-16-01

TO ESTABLISH AUTHORITY FOR APPROVAL OF DONATION AND USER FEES BUDGET LINE  
ADJUSTMENTS FOR USE

WHEREAS, per Chapter 65 of Wisconsin Statutes the Monroe County Board of Supervisors does annually approve and adopt the annual budget and set the annual tax levy, and

WHEREAS, per the provisions of WI Stats 65.90(5)(b) the Monroe County Board authorizes it's standing finance committee to approve increases/decreases between donation and user fee non-lapsing budgeted items of individual county office or departments; and

WHEREAS, the Finance Director compiles a report with said non-lapsing donation and user fee account balances for the Finance Committee and County Board monthly; and

WHEREAS, the Monroe County Finance Committee has established a process and procedure for review and approval of requests for such donation and user fee non-lapsing budget adjustments; and

NOW, THEREFORE, BE IT RESOLVED by the Monroe County Board of Supervisors does hereby authorize the Finance Director to adjust the annual department budgets for donation and user fee non-lapsing budget adjustments.

BE IT FURTHER RESOLVED that the budget adjustments must be approved by the Finance Committee prior to any adjustment to an annual departmental budget by the Finance Director and must comply with WI Stats 65.90 and all other applicable statutory provisions or GASB regulations currently in force or enacted subsequent to adoption of this resolution.

Dated this 22<sup>nd</sup> day of June, 2016

Offered by the Finance Committee

Finance Committee Vote: 4 Yes 0 No

  
\_\_\_\_\_  
Wallace H. Meyer

  
\_\_\_\_\_  
  
\_\_\_\_\_  
Marshall

STATEMENT OF PURPOSE: Streamline and improve county operational efficiency by modifying the budget adjustment process and procedure for donation and user fee non-lapsing departmental budget amounts.

Fiscal Note: Authority granted under WI Stats 65.90(5)(b).

Approved as to form by Corporation Counsel Andy Kaftan

  
\_\_\_\_\_

Drafted by Finance Director Tina Osterberg

# **MONROE COUNTY FINANCE COMMITTEE**

FINANCE POLICY 1-2

Effective 06/22/2016

DONATIONS & USER FEES TO MONROE COUNTY

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## **PURPOSE:**

To monitor the receipt of County donations and user fees.

## **POLICY:**

Any donations made to Monroe County must be accepted and monitored by the Finance Committee with balances reported to the County Board.

## **POLICY AUTHORIZATION:**

- Wis Stats. 59.52(19)
- Action of Finance Committee 06/15/2016

## **PROCEDURE:**

1. Oversight Committees or Boards shall be kept apprised of all donations or user fees at their next regular meetings. These donations or user fees may be in the form of cash, goods or services. An oversight committee or board may deny acceptance.
2. All donations or user fees of cash or cash proceeds derived from a user fee or donation must be deposited and recorded in the county books in a revenue account. In kind gifts may immediately be put to use.
3. No amounts of a cash donation, or the proceeds derived in any way from a user fee or donation, may be spent by a department if the expenditure would cause a department's budget to be exceeded, the Finance Committee must approve a budget adjustment to appropriate the funds (see # 4).
4. The Finance Department will create a donations/user fees received non-lapsing budget adjustment report to be submitted to the Finance Committee for approval each month. The report shall include the following information:
  - Department(segment) receiving the donation/user fee
  - Month(s) deposits received
  - Accounts to be adjusted revenue/expenditure budget line
  - Amount to adjust
  - Prior budget of account(s)
  - Final budget of account(s)
  - Current Balance of account(s)

1 RESOLUTION NO. 06-16-02

2  
3 AUTHORIZATION OF CHANGE ORDER  
4 TO INSTALL ELECTRICAL WIRE IN RADIO ROOM

5  
6 WHEREAS, the original design for the electrical wire and conduit connections for the existing Radio  
7 Equipment Room had it temporary located in Phase 1 and then to move to Phase 2 upon completion; and

8  
9 WHEREAS, the new Radio Tower System has progressed in being installed and it has been determined  
10 that the current location for of the Radio Equipment Room is more suitable; being in closer proximity to  
11 the new Courthouse tower; and

12  
13 WHEREAS, the change order is to install electrical wire and conduits to connect the existing Radio  
14 Equipment Room as a permanent fixture with normal and uninterruptible power (UPS) supplies; and

15  
16 WHEREAS cost of this change order shall be approximately \$65,000.00; and

17  
18 WHEREAS, a change order as described above requires County Board approval due to it costing over  
19 \$50,000.00.

20  
21 THEREFORE, BE IT RESOLVED that the Monroe County Board of Supervisors hereby authorizes up  
22 to \$65,000.00 for the change order to install electrical wire and conduits to connect the existing Radio  
23 Equipment Room to permanent normal and UPS electrical panels in the electrical room.

24  
25 Dated this 22<sup>nd</sup> day of June, 2016.

26  
27 Offered by the Finance Committee:

28  
29 Vote: 4 Yes; 0 No.

30 Pete Peterson

31 [Signature]

32 [Signature]

33 [Signature]

34 \_\_\_\_\_

35  
36  
37 Purpose: To approve a change order under the Justice Center Project Change Order Policy

38  
39 Fiscal Note: The amount not to exceed \$65,000.00 will come from the building project fund.

40  
41 Drafted and approved by Corporation Counsel ACK

1 RESOLUTION NO. 06-16-03

2  
3 AUTHORIZING FUNDS FOR MEDIATION

4  
5 WHEREAS, Monroe County has identified multiple errors in the design of the Justice Center that it  
6 attributes to the architects of the project; and

7  
8 WHEREAS, legal counsel is recommending that the county attempt to resolve the claims, arising from  
9 the errors, through mediation; and

10  
11 WHEREAS, legal counsel recommends hiring an architect to review the claims against the Justice  
12 Center architects in preparation for mediation; and

13  
14 WHEREAS, the Building Committee supports the recommendation of legal counsel and funding, of up  
15 to \$15,000.00, for the above described purposes.

16  
17 THEREFORE, BE IT RESOLVED that the Monroe County Board of Supervisors hereby authorizes up  
18 to \$15,000.00 for use in mediating the claims against the Louis Berger Group as determined necessary  
19 by the County Chair.

20  
21 Dated this 22<sup>nd</sup> day of June, 2016.

22  
23 Offered by the Finance Committee:

24  
25 Vote: 4 Yes; 0 No.

26  
27   
\_\_\_\_\_

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33   
\_\_\_\_\_

34 Purpose: To authorize up to \$15,000.00 in expert and other costs to mediate claims against the architects  
35 of the Justice Center.

36 Fiscal Note: The amount of \$15,000.00 will come from the building project fund.

37  
38 Drafted and approved by Corporation Counsel 