

Finance Committee  
January 15, 2020

Present: Cedric Schnitzler, Wallace Habegger, Mark Halverson, Douglas Path, Pete Peterson  
Others: Tina Osterberg, Diane Erickson, Debra Carney, Alison Elliott, Bob Micheel, Eric Weihe, Mary Von Ruden, Ron Hamilton, Rob Conroy, Becky Pitel, Linda Smith, David Ohnstad, David Bonifas, Deb Brandt

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 – Thursday, February 20, 2020 regular Meeting in the Monroe County Assembly Room at 9:00 a.m.
- Minutes Approval – Motion by Wallace Habegger second by Mark Halverson to approve the 12/18/19 minutes. Carried 5-0.
- Public Comment – None.
- Line Item Transfers –
  - a. Dog Control – Motion by Pete Peterson second by Douglas Path to approve line item transfer pending committee of jurisdiction approval. Alison Elliot explained the 2019 line item transfer in the amount of \$2,400.00 for dog control truck repairs. Carried 5-0.
  - b. Land Conservation – Motion by Wallace Habegger second by Mark Halverson to approve line item transfer. Bob Micheel explained the 2019 line item transfer in the amount of \$490.00 for phone service increase. Carried 5-0.
  - c. Justice Department – Motion by Wallace Habegger second by Douglas Path to approve line item transfer. Eric Weihe explained the 2019 line item transfer in the amount of \$6,500.00 for health and dental insurance overages. Discussion. Carried 5-0.
- Budget Adjustments -
  - a. Land Conservation – Motion by Pete Peterson second by Mark Halverson to approve budget adjustment. Bob Micheel explained the 2019 budget adjustment in the amount of \$14,000.00 for federal funding for dam stabilization. Carried 5-0.
  - b. Rolling Hills – Motion by Pete Peterson second by Mark Halverson to approve budget adjustment. Linda Smith explained the 2020 budget adjustment in the amount of \$82,374.23 for plumbing project. Carried 5-0.
  - c. Land Records – Motion by Mark Halverson second by Pete Peterson to approve budget adjustment. Tina Osterberg, County Administrator explained 2020 budget adjustment in the amount of \$5,000.00 for GIS server replacement and configuration. Carried 5-0.
  - d. Highway – Motion by Wallace Habegger second by Pete Peterson to approve budget adjustment pending committee of jurisdiction approval. David Ohnstad explained 2020 budget adjustment in the amount of \$45,000.00 for asphalt heater. Discussion. Carried 5-0.
  - e. Human Services – Motion by Mark Halverson second by Douglas Path to approve budget adjustment. Ron Hamilton explained 2019 budget adjustment in the amount of \$271,785.32 for revenue and expenses for the Comprehensive Community Support program due to increased number of consumers enrolled. Discussion. Carried 5-0.
  - f. Economic Development – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Tina Osterberg, County Administrator explained the 2020 budget adjustment in the amount of \$1,300.00 for website funds. Carried 5-0.
  - g. Sheriff's Office – Motion by Wallace Habegger second by Douglas Path to approve budget adjustment. Rob Conroy explained 2019 budget adjustment in the amount of \$1,468.45 for WI Department of Justice reimbursement for disposal of marijuana plants. Carried 5-0; Motion by Wallace Habegger second by Douglas Path to approve budget adjustment. Rob Conroy explained 2020 budget adjustment in the amount of \$2,500.00 for remote control vehicle from grant proceeds. Carried 5-0.

- Sheriff's Office request for credit card approval – Motion by Wallace Habegger second by Mark Halverson to approve two credit cards. Rob Conroy explained two credit cards in the amount of \$1,000.00 each for two new Patrol Deputies. Carried 5-0.
- Fiscal Note Approvals-
  - a. Resolution Authorizing Dementia Care Specialist in Monroe County – Motion by Mark Halverson second by Pete Peterson to approve fiscal note. Ron Hamilton, Human Services Director explained that the state grant would eliminate tax levy funding. Discussion. Carried 5-0.
  - b. Resolution Setting Salaries for County Clerk, Register of Deeds and County Treasurer for the 2021-2024 Term of Office – Motion by Pete Peterson second by Mark Halverson to approve fiscal note. The resolution set salary rates for the 2021-2024 term, no fiscal impact for 2020. Discussion. Carried 4-1.
- Highway Road Sign Cost Update – Tina Osterberg, County Administrator explained that a team of officials have met regarding the cost and allocation of highway signs. The process will be determined.
- Revolving Loan Mississippi Regional Loan Funds – Regional Planning Executive Director, Dave Bonifa's was present. Information was provided to members on the CMV Growth Development Fund which provides financing for businesses in Crawford, Monroe and Vernon counties. The Mississippi Regional Planning Commission was organized to plan for the physical, social and economic development of the region. Services to local government and other public and private agencies were discussed.
- Revolving Loan Fund Project Fund Available and Timeline Update – Diane Erickson, Finance Director explained that the procedure for a new project. It is the Citizen Participation Committee that would meet and then recommend projects to the Finance Committee for review. The next step would be a public hearing on the recommended project(s). Then the Finance Committee would forward the project to the full County Board for approval. January 31, 2021 would be the last date for any final projects to be forwarded to state for approval. The project then would need to be completed within 2 years after submission to the state.
- Monroe County Court Case 18 CV 72 Cost Update – Chair Schnitzler provided members with a current court cost update in the amount of \$50,031.08 as of 01/07/20. This amount is the county portion only. The county deductible is \$50,000.00 per occurrence.
- Treasurer
  - a. Debra Carney provided the Monthly Treasurers Report.
  - b. Treasurer Department Monthly Report.
- Finance
  - a. Diane Erickson provided the Monthly Financial Report.
  - b. Finance Department Monthly Report.
- Monthly Approvals –
  - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Douglas Path second by Mark Halverson to approve Monthly Notice of Donations/User Fees Received. Carried 5-0.
  - b. Monthly County Disbursement Journal – Motion by Mark Halverson second by Wallace Habegger to approve Monthly County Disbursement Journal. Discussion. Carried 5-0.
  - c. Monthly Per Diems and Vouchers - Motion by Mark Halverson second by Douglas Path to approve Monthly County Per Diems and Vouchers. Carried 5-0.
- Items for next month's agenda – TIF District Overview, Revolving Loan Fund Project Update.
- Chair Schnitzler adjourned the meeting at 10:28 a.m. Carried 5-0.

Shelley Bohl, County Clerk  
Recorder