# MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1
SPARTA, WISCONSIN 54656
PHONE 608-269-8705
**FAX 608-269-8747**
www.co.monroe.wi.us

**SECOND AMENDED**

## NOTICE OF MEETING

***COMMITTEE:*** **FINANCE MEETING**
***TIME:*** **9:00 a.m.**
***PLACE:*** **Justice Center**
**Monroe County Board Assembly Room**
***South Side/Oak Street Entrance***
**1st Floor – Room #1200**
**112 South Court Street**
**Sparta, WI 54656**
***DATE:*** **Thursday, February 20, 2020**

**SUBJECT MATTER TO BE CONSIDERED**

1. Call to Order/Roll Call
2. Next Month's Meeting Date/Time
3. Minutes Approval of January 15, 2020
4. Public Comment
5. Notice of Re-Purpose of Funds – Discussion/Action
   a. Highway
   b. Maintenance
   c. Sheriff
6. Request for Line Item Transfer(s) – Discussion/Action
   a. Solid Waste
   b. Medical Examiner
   c. District Attorney
   d. Dispatch
   e. Human Services
   f. Rolling Hills
7. Notice of Budgetary Adjustment(s) – Discussion/Action
   a. Justice Dept.
   b. Register of Deeds
   c. Rolling Hills
   d. Local History Room (2)
   e. Maintenance
   f. Health Department (3)
   g. Human Services (2)
   h. Information Technology
   i. Jail (3)
   j. Sheriff (5)
   k. Capital Outlay (Data Processing)
   l. County Clerk Election
   m. Finance
8. Request for Credit Card Approval(s)– Discussion/Action
   a. Health Department
   b. Human Services
   c. Sheriff's Office
   d. Information Technology

**FINANCE MEETING**
**February 20, 2020 Agenda**

9. Fiscal Note on Resolution – Discussion/Action
    a. Resolution Establishing Sheriff Fees and Delegating Modification to Committee
    b. Resolution Authorizing Changes to the Monroe County Code to Prohibit Nusiance Use of a Telephone for 911 Calls

10. Revolving Loan Fund Project Update

11. Treasurer
    a. Monthly Treasurer's Report
    b. Treasurer Department Monthly Report Review

12. Finance
    a. Monthly Financial Report
    b. Finance Department Monthly Report Review

13. Monthly Approvals – Discussion/Action
    a. Notice of Donations/User Fees Received Budget Adjustment
    b. County Disbursement Journal Approval
    c. County Board Monthly Per Diem and Voucher Approval

14. Items for next month's agenda

15. Adjournment

Cedric Schnitzler, Committee Chair
Date notices mailed: February 17, 2020

***PLEASE NOTE**: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.*

# MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1
SPARTA, WISCONSIN 54656
PHONE 608-269-8705
**FAX 608-269-8747**
www.co.monroe.wi.us

## AMENDED NOTICE OF MEETING

***COMMITTEE:*** **FINANCE MEETING**
***TIME:*** **9:00 a.m.**
***PLACE:*** **Justice Center**
**Monroe County Board Assembly Room**
***South Side/Oak Street Entrance***
**1st Floor – Room #1200**
**112 South Court Street**
**Sparta, WI 54656**
***DATE:*** **Thursday, February 20, 2020**

**SUBJECT MATTER TO BE CONSIDERED**

1. Call to Order/Roll Call
2. Next Month's Meeting Date/Time
3. Minutes Approval of January 15, 2020
4. Public Comment
5. Notice of Re-Purpose of Funds – Discussion/Action
   a. Maintenance
   b. Sheriff
6. Request for Line Item Transfer(s) – Discussion/Action
   a. Solid Waste
   b. Medical Examiner
   c. District Attorney
   d. Dispatch
   e. Human Services
   f. Rolling Hills
7. Notice of Budgetary Adjustment(s) – Discussion/Action
   a. Justice Dept.
   b. Register of Deeds
   c. Highway
   d. Rolling Hills
   e. Local History Room (2)
   f. Maintenance
   g. Health Department (3)
   h. Human Services (2)
   i. Information Technology
   j. Jail (3)
   k. Sheriff (5)
   l. Capital Outlay (Data Processing)
   m. County Clerk Election
   n. Finance
8. Request for Credit Card Approval(– Discussion/Action
   a. Health Department
   b. Human Services
   c. Sheriff's Office
   d. Information Technology

**FINANCE MEETING**
**February 20, 2020 Agenda**

9. Fiscal Note on Resolution – Discussion/Action
    a. Resolution Establishing Sheriff Fees and Delegating Modification to Committee
    b. Resolution Authorizing Changes to the Monroe County Code to Prohibit Nusiance Use of a Telephone for 911 Calls

10. Revolving Loan Fund Project Update

11. Treasurer
    a. Monthly Treasurer's Report
    b. Treasurer Department Monthly Report Review

12. Finance
    a. Monthly Financial Report
    b. Finance Department Monthly Report Review

13. Monthly Approvals – Discussion/Action
    a. Notice of Donations/User Fees Received Budget Adjustment
    b. County Disbursement Journal Approval
    c. County Board Monthly Per Diem and Voucher Approval

14. Items for next month's agenda

15. Adjournment

Cedric Schnitzler, Committee Chair
Date notices mailed: February 14, 2020

***PLEASE NOTE**: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.*

# MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1
SPARTA, WISCONSIN 54656
PHONE 608-269-8705
**FAX 608-269-8747**
www.co.monroe.wi.us

## NOTICE OF MEETING

***COMMITTEE:*** **FINANCE MEETING**
***TIME:*** **9:00 a.m.**
***PLACE:*** **Justice Center**
**Monroe County Board Assembly Room**
***South Side/Oak Street Entrance***
**1st Floor – Room #1200**
**112 South Court Street**
**Sparta, WI 54656**
***DATE:*** **Thursday, February 20, 2020**

**SUBJECT MATTER TO BE CONSIDERED**

1. Call to Order/Roll Call
2. Next Month's Meeting Date/Time
3. Minutes Approval of January 15, 2020
4. Public Comment
5. Notice of Re-Purpose of Funds – Discussion/Action
   a. Maintenance
   b. Sheriff
6. Request for Line Item Transfer(s) – Discussion/Action
   a. Solid Waste
   b. Medical Examiner
   c. District Attorney
   d. Dispatch
   e. Human Services
7. Notice of Budgetary Adjustment(s) – Discussion/Action
   a. Justice Dept.
   b. Register of Deeds
   c. Highway
   d. Rolling Hills
   e. Local History Room (2)
   f. Maintenance
   g. Health Department (3)
   h. Human Services (2)
   i. Information Technology
   j. Jail (3)
   k. Sheriff (5)
   l. Capital Outlay (Data Processing)
   m. County Clerk Election
   n. Finance
8. Request for Credit Card Approval(– Discussion/Action
   a. Health Department
   b. Human Services
   c. Sheriff's Office
   d. Information Technology

**FINANCE MEETING**
**February 20, 2020 Agenda**

9. Fiscal Note on Resolution – Discussion/Action
    a. Resolution Establishing Sheriff Fees and Delegating Modification to Committee
    b. Resolution Authorizing Changes to the Monroe County Code to Prohibit Nusiance Use of a Telephone for 911 Calls

10. Revolving Loan Fund Project Update

11. Treasurer
    a. Monthly Treasurer's Report
    b. Treasurer Department Monthly Report Review

12. Finance
    a. Monthly Financial Report
    b. Finance Department Monthly Report Review

13. Monthly Approvals – Discussion/Action
    a. Notice of Donations/User Fees Received Budget Adjustment
    b. County Disbursement Journal Approval
    c. County Board Monthly Per Diem and Voucher Approval

14. Items for next month's agenda

15. Adjournment

Cedric Schnitzler, Committee Chair
Date notices mailed: February 13, 2020

***PLEASE NOTE**: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.*

Finance Committee
January 15, 2020

Present: Cedric Schnitzler, Wallace Habhegger; 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 Habhegger 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 Habhegger 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 Habhegger 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 Habhegger 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 Habhegger 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 Habhegger 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 Habhegger 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 Habhegger 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 Habhegger 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

# Notice of Re-Purpose of Funds

MONROE COUNTY

***Unanticipated Change of What Funds Were Budgeted For***

Date: 2/14/2020
Department: HIGHWAY
Amount: $ 225,000.00
Budget Year Amended: 2020

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

Please see attached explanation.

**Original Budgeted Line's Purpose:**

| Org | Object | Project | Account Name | Original Purpose | New Purpose | Amount to Re-Purpose |
|---|---|---|---|---|---|---|
| 73310281 | 581000 | | Acquisition of Capital Equipment | Mounted Equipment for patrol trucks | Replacement Wheel Loader | $225,000.00 |
| | | | | | | |
| Total Adjustment | | | | | | $ 225,000.00 |

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

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

Date Approved by Finance Committee: _____

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 2/18

Repurpose of Funds Request / Highway Department / 14 February 2020

The Highway Department's 2001 Deere 644H Wheel Loader, Unit 234, has experienced engine failure and is rendered inoperable. This loader is a critical part of the fleet. The estimated cost of engine replacement is $21,524.69.

Unit 234 was purchased in 2001 for $162,811.77; it is now fully depreciated and had a residual 2018 book value of $28,509.00. A 2019 sales report for that model identifies a national-average value of $26,131.53. Replacing the engine on the current unit, at cost of nominally $22,000.00, would result in a 19 year old machine still worth approximately $26,000.00 with the potential of other major component failure over the next several years. A budget estimate for a new machine of the same size would be approximately $225,000.00.

The 2020 operating budget has a contingency to replace 2 quad- or tri-axle patrol trucks, depending on the final F/Y 2019 balance forward. The budget allowance for those trucks is $250,000.00 each. Given the delayed schedule in ordering those trucks, even if ordered today, delivery of the cab and chassis would likely not occur until late 2020, with an additional several months for installation of the box, plow, wing, controllers and accessory equipment.

The Highway Department's 2019 cost of a cab and chassis for that type truck was $122,100.00. Given the importance of the wheel loader to the department's daily year-round operation and the currently projected 2019 balance forward, it is proposed to purchase 2 cab and chassis patrol trucks in F/Y 2020, defer the purchase of the mounted equipment to F/Y 2021, and apply a portion of the balance to the purchase of a new replacement wheel loader. Given that the new patrol trucks would not be available for use until 2021 in any event, this would not further detract from the department's operational effectiveness, and would provide for the timely replacement of the loader, the lack of which does.

# Notice of Re-Purpose of Funds

MONROE COUNTY

***Unanticipated Change of What Funds Were Budgeted For***

Date: 2/12/2020

Department: Maintenance

Amount: $ 10,744.00

Budget Year Amended: 2020

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

The roofing project intended to be completed in 2019 was delayed and will not be completed until weather permits in 2020.
For this reason we need to move part of the money from 2019 to 2020 to cover the uncompleted portion.

**Original Budgeted Line's Purpose:**

| Account # | Account Name | Original Purpose | New Purpose | Amount to Re-Purpose |
|---|---|---|---|---|
| 17100169-580550 | Building Improvements | Long Range Improvements | Complete Roofing Project 202 S K St. | $ 10,744.00 |
| | | | | |
| Total Adjustment | | | | $ 10,744.00 |

Department Head Approval: Gary L [illegible]

Date Approved by Committee of Jurisdiction: 2-12-2020

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

Date Approved by Finance Committee: _____

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 6/16

# Notice of Re-Purpose of Funds

MONROE COUNTY

***Unanticipated Change of What Funds Were Budgeted For***

Date: 2/6/2020
Department: Sheriff
Amount: $ 52,000.00
Budget Year Amended: 2020

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

Re-Purpose of funds within Capital Outlay in the amount of $52,000.00 for purchase of a 3rd Transport Vehicle (SUV).
The purchase of the 2 new transport vans were covered from trade in of vehicles.

**Original Budgeted Line's Purpose:**

| Org | Object | Project | Account Name | Original Purpose | New Purpose | Amount to Re-Purpose |
|---|---|---|---|---|---|---|
| 17100169 | 581100 | SH815 | Capital Outlay-Non-Lapsing | 2 Transport Vans | 2 Vans & 1 Transport SUV | $ 52,000.00 |
| | | | | | | |
| Total Adjustment | | | | | | $ 52,000.00 |

Department Head Approval: [signature]
Date Approved by Committee of Jurisdiction: [signature] 2-10-20
*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: _____
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 2/18

# REQUEST FOR LINE ITEM TRANSFER

**Date:** 2/5/2020
**Department:** Solid Waste Dept
**Amount:** $ 11,167.00
**Budget Year Amended:** 2019

**From Account**

| Org | Object | Project | Account Name | Current Budget | Transfer Amount | YTD Expenditures | New Budget |
|---|---|---|---|---|---|---|---|
| 63630000 | 533 | 200 | Mileage | 2,004.- | 2,000.- | .- | $ 4.00 |
| 63630000 | 522 | 000 | Utility Services | 26,000.- | 7,000.- | 12,931.18 | $ 13,000.00 |
| 63630000 | 521 | 495 | Landfill Gas | 2,000.- | 1,700.- | 242.73 | $ 300.00 |
| 63630000 | 531 | 000 | Office Supplies | 1,500.- | 467.- | 383.18 | $ 1,033.00 |
| | | | | | | | $ - |
| | | | | | | | $ - |
| **Total Transfer** | | | | | $11,167.00 | | |

**To Account**

| Org | Object | Project | Account Name | Current Budget | Transfer Amount | YTD Expenditures | New Budget |
|---|---|---|---|---|---|---|---|
| 63630000 | 521 | 790 | Leachate Disposal | 245,000.- | 10,700.- | 287,694.54 | $ 255,700.00 |
| 63630000 | 515 | 020 | Health Insurance | 18,312.- | 467.- | 18,419.16 | $ 18,779.00 |
| | | | | | | | $ - |
| | | | | | | | $ - |
| | | | | | | | $ - |
| | | | | | | | $ - |
| **Total Transfer** | | | | | $11,167.00 | | |

**Explanation for Transfer:**
Excessive rainfall in 2019. Hauled over 5,000,000 gallons to the Sparta Sewer Plant.

**Department Head Approval** Gail Frie

**Governing Committee Approval** _____

***If <= $500:***

Send to County Administrator's Office

**COUNTY ADMINISTRATOR Approval:** _____ _____ **Date**

***If > $500:***

Send to County Clerk's Office

**FINANCE COMMITTEE Approval given on :** _____ **Date**

Revised 02/2018

# REQUEST FOR LINE ITEM TRANSFER

Office Use Only

No. _____
Date: _____

**Department:** Medical Examiner
**Budget Year Amended:** 2019

| | Account # | Account Name | Transfer Amount | Original Budget | Revised Budget |
|---|---|---|---|---|---|
| **From Account** | 11270000.515700 | Emp Education & Training (ME400) | $ 1,200.00 | $ 2,100.00 | $ 900.00 |
| | 11270000.531000 | Office Supplies (ME200) | $ 376.00 | $ 500.00 | $ 124.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | $ - | | $ - |
| | **Total Transfer** | | $ 1,576.00 | | |
| **To Account** | 11270000.511000 | Salaries (ME100) | $ 1,576.00 | $ 77,282.00 | $ 78,858.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | **Total Transfer** | | $ 1,576.00 | | |

**Explanation for Transfer:**
Reallocate budgeted amount for actual expense.

**Department Head Approval** Robert Smith

**Governing Committee Approval** Wallace McKeegan 2-10-20

***If < $500:***

Send to County Administrator's Office

**COUNTY ADMINISTRATOR Approval given on :** _____
**Date**

***If > $500:***

Send to County Clerk's Office

**FINANCE COMMITTEE Approval given on :** _____
**Date**

Revised 04/17/2012

# REQUEST FOR LINE ITEM TRANSFER

Office Use Only

No.
Date:

**Department:** District Attorney
**Budget Year Amended:** 2019

| | Account # | Account Name | Transfer Amount | Original Budget | Revised Budget |
|---|---|---|---|---|---|
| **From Account** | 11310000.539220.DV800 | Trial Exp Victim Hotel (DA500) | $ 1,500.00 | $ 1,500.00 | $ - |
| | 11310000.539220.DV802 | Trial Exp Victim Travel (DA500) | $ 1,900.00 | $ 2,000.00 | $ 100.00 |
| | 11310000.539220.DV810 | Trial Exp Witness Hotel (DA500) | $ 1,500.00 | $ 1,500.00 | $ - |
| | 11310000.539220.DV812 | Trial Exp Witness Travel (DA500) | $ 2,000.00 | $ 2,000.00 | $ - |
| | 11310000.521130.DV620 | Investigative Expense -Other (DA600) | $ 2,038.00 | $ 4,500.00 | $ 2,462.00 |
| | | | | | |
| | | | $ - | | $ - |
| | **Total Transfer** | | $ 8,938.00 | | |
| **To Account** | 11310000.515020 | Health Insurance (DA100) | $ 8,938.00 | $ 67,830.00 | $ 76,768.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | **Total Transfer** | | $ 8,938.00 | | |

**Explanation for Transfer:**

Reallocate budgeted amount for actual expense.

Health Insurance expense exceeded budget due to a new staff to the department with insurance coverage.

**Department Head Approval**

**Governing Committee Approval** 2-10-20

***If < $500:***

Send to County Administrator's Office

**COUNTY ADMINISTRATOR Approval given on :**

**Date**

***If > $500:***

Send to County Clerk's Office

**FINANCE COMMITTEE Approval given on :**

**Date**

Revised 04/17/2012

# REQUEST FOR LINE ITEM TRANSFER

Office Use Only

No. _____
Date: _____

**Department:** Dispatch
**Budget Year Amended:** 2019

| | Account # | Account Name | Transfer Amount | Original Budget | Revised Budget |
|---|---|---|---|---|---|
| **From Account** | 12930000.515700 | Employee Ed & Training (DP400) | $ 2,081.00 | $ 2,563.84 | $ 482.84 |
| | 12930000.524600 | Equip Maint/Repairs (DP600) | $ 22,000.00 | $ 91,356.00 | $ 69,356.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | $ - | | $ - |
| | **Total Transfer** | | $ 24,081.00 | | |
| **To Account** | 12930000.511200 | Overtime (DP100) | $ 24,081.00 | $ 63,211.99 | $ 87,292.99 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | **Total Transfer** | | $ 24,081.00 | | |

**Explanation for Transfer:**

Reallocate budgeted amount for actual expense.

**Department Head Approval** Randy A Williams

**Governing Committee Approval** Wallace Hoblezzo 2-10-20

***If < $500:***

Send to County Administrator's Office

**COUNTY ADMINISTRATOR Approval given on :** _____

**Date**

***If > $500:***

Send to County Clerk's Office

**FINANCE COMMITTEE Approval given on :** _____

**Date**

Revised 04/17/2012

# REQUEST FOR LINE ITEM TRANSFER

Office Use Only

No. _____
Date: _____

**Department:** Human Services
**Budget Year Amended:** 2019

| | Account # | Account Name | Transfer Amount | Original Budget | Revised Budget |
|---|---|---|---|---|---|
| **From Account** | 24966100.522015 | MINIBUS FUEL (HS616) | $ 9,155.00 | $ 23,680.00 | $ 14,525.00 |
| | 24910510.511000 | CH IN HOME S&F (HS100) | $ 48,590.00 | $ 785,698.00 | $ 737,108.00 |
| | 24910520.511000 | CH RESIDENTIAL S&F (HS100) | $ 48,700.00 | $ 608,909.00 | $ 560,209.00 |
| | 24950560.511000 | AD COMM TRMT S&F (HS100) | $ 35,500.00 | $ 323,464.00 | $ 287,964.00 |
| | 24966100.511000 | MINIBUS S&F (HS100) | $ 18,210.00 | $ 151,632.00 | $ 133,422.00 |
| | | | | | |
| | | | $ - | | $ - |
| | **Total Transfer** | | $ 160,155.00 | | |

| | | | | | |
|---|---|---|---|---|---|
| **To Account** | 24900500.533250 | STAFF MILEAGE/TRAVEL (HS400) | $ 10,000.00 | $ 89,000.00 | $ 99,000.00 |
| | 24910510.527105.HS215 | CH OTHER SERVICES (HS613) | $ 90,000.00 | $ 240,000.00 | $ 330,000.00 |
| | 24910510.527105.HS220 | CH CLTS WAIVER SVCS (HS613) | $ 60,000.00 | $ 280,000.00 | $ 340,000.00 |
| | 24960250.524600 | CONG SPARTA EQUIP MAINT (HS617) | $ 155.00 | $ - | $ 155.00 |
| | | | | | |
| | | | | | |
| | **Total Transfer** | | $ 160,155.00 | | |

**Explanation for Transfer:**

Reallocate budgeted amount for actual expense.

**Department Head Approval** _____ 2-4-2020

**Governing Committee Approval** _____ 2-4-2020

***If < $500:***

Send to County Administrator's Office

**COUNTY ADMINISTRATOR Approval given on :** _____

**Date**

***If > $500:***

Send to County Clerk's Office

**FINANCE COMMITTEE Approval given on :** _____

**Date**

Revised 04/17/2012

# REQUEST FOR LINE ITEM TRANSFER

**Date:** 2/17/2020
**Department:** ROLLING HILLS
**Amount:** $ 6,774.07
**Budget Year Amended:** 2019

**From Account**

| Org | Object | Project | Account Name | Current Budget | Transfer Amount | YTD Expenditures | New Budget |
|---|---|---|---|---|---|---|---|
| 64210990 | 581050 | | CAPITAL OUTLAY-FIXED | $ 27,900.00 | $ 6,774.07 | $ 18,441.96 | $ 21,125.93 |
| | | | | | | | $ - |
| | | | | | | | $ - |
| | | | | | | | $ - |
| | | | | | | | $ - |
| | | | | | | | $ - |
| **Total Transfer** | | | | | $ 6,774.07 | | |

**To Account**

| Org | Object | Project | Account Name | Current Budget | Transfer Amount | YTD Expenditures | New Budget |
|---|---|---|---|---|---|---|---|
| 64210910 | 522005 | | PROGRAM COSTS-WATER | $ 19,000.00 | $ 6,774.07 | $ 25,774.07 | $ 25,774.07 |
| | | | | | | | $ - |
| | | | | | | | $ - |
| | | | | | | | $ - |
| | | | | | | | $ - |
| | | | | | | | $ - |
| **Total Transfer** | | | | | $ 6,774.07 | | |

**Explanation for Transfer:**

PROGRAMS COSTS-WATER & SEWER LINE ITEM IS OVER BUDGET. THE CAPITAL OUTLAY-FIXED EQUIP HAS A SURPLUS DUE TO THE COMBI OVEN COSTING $9,398.04 LESS THAN WHAT WAS BUDGETED. WE WOULD LIKE TO MOVE $6,774.07 FROM CAPITAL OUTLAY TO THE LINE ITEM - WATER & SEWER TO REMOVE THE OVERAGE.

**Department Head Approval** _____

**Governing Committee Approval** _____

***If <= $500:***

Send to County Administrator's Office

**COUNTY ADMINISTRATOR Approval:** _____ _____ **Date**

***If > $500:***

Send to County Clerk's Office

**FINANCE COMMITTEE Approval given on :** _____ **Date**

Revised 02/2018

# MONROE COUNTY
## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: January 30, 2020
Department: Justice Programs
Amount: ~~$57,401.00~~ 12 000.00
Budget Year Amended: 2020

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

WI DOJ awarded our department additonal money through the TAD Grant. Monroe County Board has already approved a 2020 budget adjustment for $57,401 to be used for Drug Court. The state approved an addtional $12,000 in the TAD Grant to be used for Monroe County OWI TX Court in 2020. Specifically $3,375 to boost our current rewards for OWI TX Court participants & $8,625 to be used to fund noncounty OWI TX Court Team members for travel/trainings & send former graduates of the OWI TX Court to Peer Support Specialist training. This will help the participants be trained on how to create/operate an alumni group for TX Court participant graduates. This alumni group will be a new support group to help promote and maintain sobriety.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 12950000 | 435238 | | JUSICE DEPT. GRANT REV | $ - | $ 12,000.00 | $ 12,000.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 12,000.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 12950000 | 521340 | J7010 | REWARDS & SANCTIONS | $ 2,500.00 | $ 3,375.00 | $ 5,875.00 |
| 12950000 | 533010 | J7030 | CONF/SEM. NON-EMPLOYEE | $ 4,512.00 | $ 8,625.00 | $ 13,137.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 12,000.00 | |

Department Head Approval: Eric Wiette 01-30-2020

Date Approved by Committee of Jurisdiction: Wallace Hablezzer 2-10-20

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

Date Approved by Finance Committee: _____

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: February 11, 2020
Department: Register of Deeds
Amount: $4,731.00
Budget Year Amended: 2019

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

Health Insurance expense exceeded budget due to a new staff to the department with family coverage
Recording Fee Revenue was above budgeted amount and covers the Health Insurance costs that
were above the amount budgeted.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 11710000 | 461300 | | Recording Fee Revenue | $ 217,000.00 | $ 4,731.00 | $ 221,731.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 4,731.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 11710000 | 515020 | | Health Insurance (RD100) | $ 36,985.00 | $ 4,731.00 | $ 41,716.00 |
| | | | | | | |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 4,731.00 | |

Department Head Approval: Deb Brandt

Date Approved by Committee of Jurisdiction: 02/11/2020

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

Date Approved by Finance Committee: _____

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: February 17, 2020
Departmen ROLLING HILLS
Amount: $45,101.84
Budget Year Amended: 2019

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

2019 YEAR END EXPENSES EXCEEDED BUDGET WHICH WAS OFFSET BY THE 2019 REVENUES BEING OVER BUDGET. THE BUDGET ADJUSTMENT BELOW WOULD INCREASE OUR REVENUE BUDGET AND THEREBY INCREASING OUR EXPENDITURE BUDGET TO ELIMINATE THE OVERAGE.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 64210560 | 435500 | | SUPPLEMENTAL PAYMENT | $ 825,000.00 | $ 159,965.07 | $ 984,965.07 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 159,965.07 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 64210110 | 515020 | 60200 | RN-HEALTH INSURANCE | $ 56,175.00 | $ 39,085.42 | $ 95,260.42 |
| 64210561 | 515020 | 61500 | COOK/AIDE-HEALTH INSUR | $ 116,550.00 | $ 4,507.09 | $ 121,057.09 |
| 64210810 | 515070 | | OPEB - FRINGES | $ - | $ 32,489.00 | $ 32,489.00 |
| 64210211 | 521370 | | MEDICARE A - PHYSICAL T | $ 101,000.00 | $ 10,266.02 | $ 111,266.02 |
| 64210110 | 534260 | | NURSING NON-BILLABLE | $ 58,400.00 | $ 32,240.23 | $ 90,640.23 |
| 64210810 | 521415 | | COMPUTER & COMP SUPP | $ 15,000.00 | $ 3,034.39 | $ 18,034.39 |
| 64210810 | 533200 | | MILEAGE | $ 1,900.00 | $ 742.56 | $ 2,642.56 |
| 64210750 | 524510 | | MOTOR VEHICLES - OPERA | $ 2,975.00 | $ 1,878.35 | $ 4,853.35 |
| 64210910 | 522017 | | GAS (HEATING) | $ 45,000.00 | $ 16,970.38 | $ 61,970.38 |
| 64210910 | 522010 | | ELECTRICTY | $ 85,000.00 | $ 18,751.63 | $ 103,751.63 |
| Total Adjustment | | | | | $ 159,965.07 | |

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

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

Date Approved by Finance Committee: _____

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 2/18

# MONROE COUNTY
## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 6, 2020
Department: Local History Room
Amount: $1,349.20
Budget Year Amended: 2019

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

Reimburse Local History Room Salaries from Local History Room Trust (MMI)
to cover mandated, retroactively applied Museum Services Associate hours in 2019

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 85120000 | 485000 | LHR10 | LOCAL HISTORY ROOM TRUST | $ 32,798.00 | $ 1,349.20 | $ 34,147.20 |
| 15120000 | 492800 | | TRANSFER IN LOCAL HISTORY R | $ 32,798.00 | $ 1,349.20 | $ 34,147.20 |
| Total Adjustment | | | | | $ 2,698.40 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 85120000 | 599999 | | TRANSFER OUT | $ 32,798.00 | $ 1,349.20 | $ 34,147.20 |
| 15120000 | 511000 | | SALARIES | $ 78,375.00 | $ 1,349.20 | $ 79,724.20 |
| | | | | | | |
| | | | | | | |
| Total Adjustment | | | | | $ 2,698.40 | |

Department Head Approval: [signature]

Date Approved by Committee of Jurisdiction: 2/11/20

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

Date Approved by Finance Committee: _____

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 2/18

## Budget Adjustment

Purpose

To comply with State Statue 65.90 (5)

# MONROE COUNTY
## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 6, 2020
Department: Local History Room
Amount: $1,800.00
Budget Year Amended: 2019

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

The Local History Room received a grant for $1,800 in 2019 for the purpose of hiring a student intern interested in pursuing a career in history.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 15120000 | 435700 | | History Rm Intern Grant | $ - | $ 1,800.00 | $ 1,800.00 |
| 85120000 | 485000 | LHR10 | Local History Room Trust | $ 32,798.00 | $ 1,800.00 | $ 34,598.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 3,600.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 15120000 | 511000 | | Local History Rm - Salaries | $ 78,375.00 | $ 1,670.00 | $ 80,045.00 |
| 15120000 | 515010 | | Local History Rm - SS | $ 4,861.00 | $ 103.00 | $ 4,964.00 |
| 15120000 | 515015 | | Local History Rm - Medicare | $ 1,139.00 | $ 25.00 | $ 1,164.00 |
| 15120000 | 515040 | | Local History Rm - Work Comp | $ 49.00 | $ 2.00 | $ 51.00 |
| 85120000 | 599999 | | Transfer Out - Local Hist Rm | $ 32,798.00 | $ 1,800.00 | $ 34,598.00 |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 3,600.00 | |

Department Head Approval: Jane Kell

Date Approved by Committee of Jurisdiction: 2/11/20

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

Date Approved by Finance Committee: _____

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 2/18

**Budget Adjustment**

# MONROE COUNTY
## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 12, 2020
Department: Maintenance
Amount: $41,500.00
Budget Year Amended: 2020

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

This adjustment is to increase the 2020 Justice Center Repair budget. The money will be used to complete projects that are improvements or repairs to the Justice Center. The money will come from the same budget line in the 2019 budget. (11630610-524505)
This is rolling unspent money from 2019 to 2020 that was budgeted for the purpose of Justice Center issues.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 10000001 | 493000 | | Fund Balance Applied | $ 3,800.00 | $ 41,500.00 | $ 45,300.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 41,500.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 11630610 | 524505 | | Justice Center Bld Repair | $ 40,000.00 | $ 41,500.00 | $ 81,500.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 41,500.00 | |

Department Head Approval: Gary L Jahn

Date Approved by Committee of Jurisdiction: 2-12-2020

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

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

*)er 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: February 4, 2020
Department: Health
Amount: $15,000.00
Budget Year Amended: 2020

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

Received grant from WI Division of Public Health, Bureau of Environmental and Occupational Health to establish baseline water quality data in September 2019 for $10,000. The grant year is August 1, 2019 to July 31, 2020. We are moving forward the unspent dollars from 2019 to 2020. The original notice of budgerty adjustment was approved by the County Board 2019. The Original grant will pay for $35.00 of the $55.00 fee for water test to be conducted by Stevens Point Center for Water Shed Science (SPCWSS). The Property owner will pay the remaining $20 to the Health Department upon date of water test. The intent is to have 25 water tests with all 24 townships participation 250 water tests @$20=$5,000. Partners include MC Land Conversation & UW Extension. MCLC will use the baseline data to develop a strategic plan to address land lose that impacts water quality. In the future, this strategic plan will be used to guide townships comprehensive plans as well.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 24110000 | 435559 | | Environmental Grant | $ - | $ 15,000.00 | $ 15,000.00 |
| | | | | | | |
| Total Adjustment | | | | | $ 15,000.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 24110000 | 531050 | | Postage | $ 2,000.00 | $ 478.00 | $ 2,478.00 |
| 24110000 | 533200 | | Mileage | $ 10,750.00 | $ 772.00 | $ 11,522.00 |
| 24110000 | 534050 | | Block Grant | $ 13,000.00 | $ 13,750.00 | $ 26,750.00 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total Adjustment | | | | | $ 15,000.00 | |

Department Head Approval: Marion L. Nelson

Date Approved by Committee of Jurisdiction: David A. Price 2-4-2020

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

Date Approved by Finance Committee: _____

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: February 4, 2020
Department: Health
Amount: $11,000.00
Budget Year Amended: 2020

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

Received a grant from Bader Philanthropies, Inc., to develop and implement a comprehensive Dementia-Friendly Community Initiative in April 2019. The grant year is April 1 0, 2019 - April 9, 2020. We are moving the unspent funds to meet the established funded grant objectives in 2020. In 2020 , it is estimated that the 65+ and older will make up 25.1-30% of the population. With an increase in aging population, the number of county residents with dementia is expected to increase as well. Ultimate goal is to help others through building a county that is supportive and compassionate to those with dementia and their caregivers.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 24110000 | 485000 | Hs425 | Bader | $ - | $ 11,000.00 | $ 11,000.00 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total Adjustment | | | | | $ 11,000.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 24110000 | 534050 | | Block Grant Supplies | $ 23,750.00 | $ 11,000.00 | $ 34,750.00 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total Adjustment | | | | | $ 11,000.00 | |

Department Head Approval: Marion L Nelson

Date Approved by Committee of Jurisdiction: David A Rice 2-4-2020

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

Date Approved by Finance Committee: _____

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 2/18

# MONROE COUNTY
## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 4, 2020
Department: Health
Amount: $4,450.00
Budget Year Amended: 2020

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

Received $4450.00 from WI Divison of Public Health, Public Health Preparedness program in scholarship funds to attend preparedness-related conferences such as Health Emergency Preparedness Conference (Stevens Point, WI), The Govenor's Conference on Emergency Management and Homeland Security (WI Dells, WI), The 2020 Public Health National Preparedness Summit (Dallas,TX) and the 2020 WPHA-WALHDAB Public Health Conference (Green Bay WI). The scholarships are to cover conference registration, travel and lodging expenses. Staff who attend these conferences will n need to provide a written summary and how it was beneficial to them.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 24110000 | 435525 | | Preparedness Grant | $ 48,090.00 | $ 4,450.00 | $ 52,540.00 |
| | | | | | | |
| Total Adjustment | | | | | $ 4,450.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 24110000 | 533200 | | Mileage | $ 10,750.00 | $ 300.00 | $ 11,050.00 |
| 24110000 | 533010 | | Conferences | $ 500.00 | $ 4,150.00 | $ 4,650.00 |
| | | | | | | |
| | | | | | | |
| Total Adjustment | | | | | $ 4,450.00 | |

Department Head Approval: Sharon D Nelson

Date Approved by Committee of Jurisdiction: David A Pierce 2-4-2020

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

Date Approved by Finance Committee: _____

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 2/18

## Budget Adjustment

Purpose

# MONROE COUNTY
## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 4, 2020
Department: Human Services
Amount: $68,884.00
Budget Year Amended: 2020

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

Dementia Care Specialist grant received from DHS approved December 2019 and position approved at County Board Meeting January 22, 2020.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 24970595 | 435603 | | State Aid-Social Service | $ 526,054.00 | $ 68,884.00 | $ 594,938.00 |
| | | | | | | |
| Total Adjustment | | | | | $ 68,884.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 24970595 | 511000 | | Salaries | $ 261,060.00 | $ 38,544.00 | $ 299,604.00 |
| 24970595 | 515005 | | Retirement | $ 17,625.00 | $ 2,602.00 | $ 20,227.00 |
| 24970595 | 515010 | | Social Security | $ 16,190.00 | $ 2,390.00 | $ 18,580.00 |
| 24970595 | 515015 | | Medicare | $ 3,790.00 | $ 559.00 | $ 4,349.00 |
| 24970595 | 515020 | | Health Insurance | $ 73,481.00 | $ 13,607.00 | $ 87,088.00 |
| 24970595 | 515025 | | Dental Insurance | $ 3,655.00 | $ 653.00 | $ 4,308.00 |
| 24970595 | 515030 | | Life Insurance | $ 86.00 | $ 15.00 | $ 101.00 |
| 24970595 | 515040 | | Workers Comp | $ 2,806.00 | $ 514.00 | $ 3,320.00 |
| 24970595 | 515700 | | Emp. Ed & Training | $ 1,500.00 | $ 500.00 | $ 2,000.00 |
| 24970595 | 522025 | | Telephone | $ 2,700.00 | $ 500.00 | $ 3,200.00 |
| 24970595 | 531000 | | Office Supplies | $ 2,000.00 | $ 500.00 | $ 2,500.00 |
| 24970595 | 525005 | | ADRC Purchases | $ 21,806.00 | $ 2,500.00 | $ 24,306.00 |
| 24970595 | 533250 | | Staff Travel | $ 10,100.00 | $ 6,000.00 | $ 16,100.00 |
| Total Adjustment | | | | | $ 68,884.00 | |

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____ 2-4-2020

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

Date Approved by Finance Committee: _____

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: February 4, 2020
Department: Human Services
Amount: $300,000.00
Budget Year Amended: 2019

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

Budget adjustment to cover 2019 expenses in the Human Services Department.
The CCS program is expanding and full reimbursement of expenses will not be received until December 2020 during the WIMCR settlement process.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 24900000 | 499999 | | Transfer In | $ - | $ 300,000.00 | |
| 10000001 | 493000 | | General Fund Applied | $ 6,439,095.47 | $ 109,259.04 | $ 6,548,354.51 |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 409,259.04 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 24950580 | 525005 | HS690 | WRIC Regional Exp (HS600) | $ 1,480,000.00 | $ 300,000.00 | $ 1,780,000.00 |
| 10010000 | 539200 | | Contingency Fund | $ 190,740.96 | $ (190,740.96) | $ - |
| 10000000 | 599999 | | Transfer Out | $ 4,780,893.54 | $ 300,000.00 | $ 5,080,893.54 |
| | | | | | | |
| | | | | | | |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 409,259.04 | |

Department Head Approval: Ron Hamilton

Date Approved by Committee of Jurisdiction: David A Pucci 2-4-2020

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

Date Approved by Finance Committee: _____

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: February 11, 2020
Department: Information Technology
Amount: $9,928.94
Budget Year Amended: 2020

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

The costs for installation and equipment for a wireless point to point bridge from the Justice Center to Rolling Hills is $9,928.94. Excess funds remain in the IT Budget for 2019 due to savings on software that was converted over to the new Zuercher program in November.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 71475000 | 493000 | | IT - Fund Balance Applied | $ - | $ 9,928.94 | $ 9,928.94 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 9,928.94 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 71475000 | 581000 | | IT - Capital Equipment | $ - | $ 9,928.94 | $ 9,928.94 |
| | | | | | | |
| | | | | | | |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 9,928.94 | |

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: 02/11/2020

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

Date Approved by Finance Committee: _____

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: February 6, 2020
Department: Jail
Amount: $23,400.00
Budget Year Amended: 2020

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

SCAAP monies moved to Capital Outlay-Jail and Capital Equipment-Jail to be used for Zuercher Signature Pads and also a Time Keeping System.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 12700000 | 432150 | | SCAAP | $ 34,220.12 | $23,400 | $ 57,620.12 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 23,400.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 17270270 | 539200 | | Capital Outlay-Jail | $ 12,950.00 | $1,400 | $ 14,350.00 |
| 17270270 | 581000 | | Capital Equip-Jail | $ - | $ 22,000.00 | $ 22,000.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 23,400.00 | |

Department Head Approval: Wesley D. Revels

Date Approved by Committee of Jurisdiction: Wallace Nobbezzo 2-10-20

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

Date Approved by Finance Committee: _____

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 2/18

# MONROE COUNTY
## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 10, 2020
Department: Jail
Amount: $2,649.68
Budget Year Amended: 2020

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

SCAAP FY2019 awards were delayed at the Federal level. FY2019 awards were received January 2020 and our fee for processing was more than what was budgeted for in 2020 for FY2020 SCAAP.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 12700000 | 432150 | | SCAAP | $ 36,869.80 | $ (2,649.68) | $ 34,220.12 |
| Total Adjustment | | | | | $ (2,649.68) | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 12700000 | 579130 | | SCAAP Grant Exp | $ 1,500.00 | $ 2,649.68 | $ 4,149.68 |
| Total Adjustment | | | | | $ 2,649.68 | |

Department Head Approval: Wesley D. Reynolds

Date Approved by Committee of Jurisdiction: Wallace Wolfhegger 2-10-20

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

Date Approved by Finance Committee: _____

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: February 6, 2020
Department: Jail
Amount: $23,000.00
Budget Year Amended: 2019

Source of Increase / Decrease and affect on Program:
(If needed attached separate brief explanation.)
Adjustment to move Patrol Salary monies to cover expenditures in Transport Salaries On-Call

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 12111000 | 511000 | | Salaries | $ 1,025,692.00 | $23,000 | $ 1,048,692.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 23,000.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 12715120 | 511050 | | Salaries On-Call | $ 77,000.00 | $23,000 | $ 100,000.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 23,000.00 | |

Department Head Approval: [signature]

Date Approved by Committee of Jurisdiction: [signature] 2-10-20

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

Date Approved by Finance Committee: _____

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: February 6, 2020
Department: Sheriff
Amount: $5,800.00
Budget Year Amended: 2020

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

2015 Patrol SUV sold to Village of Norwalk

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 12110000 | 462900 | | Other Public Safety | $ (7,000.00) | ($5,800) | $ (12,800.00) |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ (5,800.00) | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 17100169 | 581100 | | Capital Outlay Non-Lapsing | $ 193,341.00 | $5,800 | $ 199,141.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 5,800.00 | |

Department Head Approval: [signature]

Date Approved by Committee of Jurisdiction: [signature] 2-10-20

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

Date Approved by Finance Committee: _____

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: December 31, 2019
Department: Sheriff
Amount: $4,000.00
Budget Year Amended: 2020

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

Rollover of funds from 2019 Jailer Education & Training into Sheriff Administration Education & Training for the Zuercher Conference in 2020.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | udget Adjustmer | Final Budget |
|---|---|---|---|---|---|---|
| 10000001 | 493000 | | General Fund Balance Applied | $ 3,800.00 | $4,000 | $ 7,800.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 4,000.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | udget Adjustmer | Final Budget |
|---|---|---|---|---|---|---|
| 12110000 | 515700 | | Emp. Education & Training | $ 9,150.00 | $4,000 | $ 13,150.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 4,000.00 | |

Department Head Approval: [signature]

Date Approved by Committee of Jurisdiction: [signature] 2-10-20

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

Date Approved by Finance Committee: _____

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: February 6, 2020
Department: Sheriff
Amount: $16,500.00
Budget Year Amended: 2020

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

Excess ES Sanction funds over and above projected funds to be utilized for the Zuercher Guard 1 Interface.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 10000001 | 493000 | | General Fund Balance Applc | $ 3,800.00 | $ 16,500.00 | $ 20,300.00 |
| 71400000 | 499999 | | IT Operations - Transfer In | $ - | $ 16,500.00 | $ 16,500.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 33,000.00 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 10000000 | 599999 | | General Fund - Transfer Out | $ - | $ 16,500.00 | $ 16,500.00 |
| 71475000 | 581000 | | IT Capital Equip/Software | $ - | $ 16,500.00 | $ 16,500.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 33,000.00 | |

Department Head Approval: [signature]

Date Approved by Committee of Jurisdiction: [signature] 2-10-20

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

Date Approved by Finance Committee: _____

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: February 6, 2020
Department: Sheriff
Amount: $2,500.00
Budget Year Amended: 2019

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

Increased revenue due to acceptance of BOTS Grant. Monies used for vehicle set up equipment.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 12110000 | 435210 | | Public Safety Grant Revenue | $ (26,341.00) | ($2,500) | $ (28,841.00) |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ (2,500.00) | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 17100169 | 581100 | SH815 | Non-Lapsing Sheriff | $ 130,464.00 | $2,500 | $ 132,964.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 2,500.00 | |

Department Head Approval: [signature]

Date Approved by Committee of Jurisdiction: [signature] 2-10-20

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

Date Approved by Finance Committee: _____

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: February 6, 2020
Department: Sheriff
Amount: $4,000.00
Budget Year Amended: 2019

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

Increased revenue due to acceptance of BOTS Grant. Monies used for vehicle set up equipment.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 12110000 | 435210 | | Public Safety Grant Revenue | $ (26,341.00) | ($4,000) | $ (30,341.00) |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ (4,000.00) | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 17100169 | 581100 | SH815 | Non-Lapsing Sheriff | $ 130,464.00 | $4,000 | $ 134,464.00 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 4,000.00 | |

Department Head Approval: Wesley R. Rose

Date Approved by Committee of Jurisdiction: Walter Wolfgang 2-10-20

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

Date Approved by Finance Committee: _____

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: February 20, 2020
Department: Capital Outlay (Data Processing)
Amount: $26,895.31
Budget Year Amended: 2020

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

This budget adjustment is to carry over the remaining Capital Outlay funds from 2019 to 2020 for continued work on the Work Order portion of the financial software implementation project.

**Revenue Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 10000001 | 493000 | | General Fund Balance Appli | $ - | $ 26,895.31 | $ 26,895.31 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 26,895.31 | |

**Expenditure Budget Lines Amended:**

| Org | Object | Project | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|---|---|
| 17100151 | 581000 | | Capital Outlay-Data Process | $ - | $ 26,895.31 | $ 26,895.31 |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| | | | | | | $ - |
| Total Adjustment | | | | | $ 26,895.31 | |

Department Head Approval: Diane Erickson

Date Approved by Committee of Jurisdiction: _____

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

Date Approved by Finance Committee: _____

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: February 1, 2020
Department: County Clerk - Elections
Amount: $15,796.00
Budget Year Amended: 2020

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

No primary election in 2019. Asking for remaining 2019 election funds to be transferred to the 2020 election budget to cover the Congressional District 7 Special Election not anticipated in 2020.

**Revenue Budget Lines Amended:**

| Account # | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|
| 10000001 493000 | Fund Balance Applied | $ 3,800.00 | $ 15,796.00 | $ 19,596.00 |
| | | | | $ - |
| | | | | $ - |
| | | | | $ - |
| Total Adjustment | | | $ 15,796.00 | |

**Expenditure Budget Lines Amended:**

| Account # | Account Name | Current Budget | Budget Adjustment | Final Budget |
|---|---|---|---|---|
| 11421000 521420 | Programming | $ 62,000.00 | $ 11,600.00 | $ 73,600.00 |
| 11421000 531000 | Office Supplies | $ 5,000.00 | $ 600.00 | $ 5,600.00 |
| 11421000 531060 | Printing | $ 24,000.00 | $ 3,400.00 | $ 27,400.00 |
| 11421000 533200 | Mileage | $ 208.00 | $ 196.00 | $ 404.00 |
| Total Adjustment | | | $ 15,796.00 | |

Department Head Approval: Shelley Bond
Date Approved by Committee of Jurisdiction: 02/11/2020

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

Date Approved by Finance Committee: _____
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: _____

# Request for Credit Card Approval

**Department:** Health

**Committee:** Health and Human Services B

| Name of Card Holder | Title of Postion | Credit Card Limit |
|---|---|---|
| Tiffany Giesler | Public Health Nurse | $1,000.00 |
| Kayleigh Day | Community Educator | $1,000.00 |
| Lindsey Goyette | Public Health Nurse | $1,000.00 |
| Aimee Larson | Public Health Nurse | $1,000.00 |
| | | |
| | | |
| | | |
| | | |

**Justification for Credit Card(s):**

Due to the increase of number of conference registrations, lodging and meals.
When not in use all credit cards are double locked within the department.

**Department Head Approval:** Marion D Nelson

**Date Approved by Committee of Jurisdiction:** David A Price 2-4-2020

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

**Date Approved By Finance Committee:** _____

Revised 5/10

# Request for Credit Card Approval

**Department:** Human Services

**Committee:** Human Services

| Name of Card Holder | Title of Postion | Credit Card Limit |
|---|---|---|
| Jodi Holmberg | CSP Case Manager | $ 1,000.00 |
| Michelle Cooley | CSP Case Manager | $ 1,000.00 |
| Beth Brendel | ADRC Social Worker | $ 1,000.00 |
| | | |
| | | |
| | | |
| | | |
| | | |

**Justification for Credit Card(s):**

| |
|---|
| Credit card for agency purchases where it is not feasible to use the regular purchasing procedure. |
| When not in use all credit cards are locked in a safe. |
| |
| |
| |
| |
| |
| |

**Department Head Approval:** _____

**Date Approved by Committee of Jurisdiction:** _____ 2-4-2020

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

**Date Approved By Finance Committee:** _____

Revised 5/10

# Request for Credit Card Approval

**Department:** Sheriff's Office

**Committee:** Public Safety

| Name of Card Holder | Title of Postion | Credit Card Limit |
|---|---|---|
| Jared Tessman | Emergency Management Coordinator | $ 1,000.00 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

**Justification for Credit Card(s):**

| |
|---|
| Office Supplies/Training and Education |
| |
| |
| |
| |
| |
| |
| |

**Department Head Approval:** [signature]

**Date Approved by Committee of Jurisdiction:** [signature] 2-10-20

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

**Date Approved By Finance Committee:** _____

Revised 5/10

# Request for Credit Card Approval

**Department:** Information Technology

**Committee:** Administration & Personnel

| Name of Card Holder | Title of Postion | Credit Card Limit |
|---|---|---|
| Richard Folkedahl | IT Director | $ 1,000.00 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

**Justification for Credit Card(s):**

Rick will at times need to use a credit card for conferences or training. This may include registration and/or hotel reservations. In addtion, it may become necessary to use a credit card to purchase time sensative item(s).

**Department Head Approval:** Tina Ostberg

**Date Approved by Committee of Jurisdiction:** 02/11/2020

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

**Date Approved By Finance Committee:** _____

Revised 5/10

**RESOLUTION NO. _____**

**RESOLUTION ESTABLISHING SHERIFF FEES AND DELEGATING MODIFICATION TO COMMITTEE**

**WHEREAS,** the Monroe County Sheriff's Office wishes to establish the attached fees in accordance with §814.70 and §814.705 of the Wisconsin Statutes; and

**WHEREAS,** the Public Safety & Justice Coordinating Committee has reviewed the proposed fees and recommends adoption of the proposed fees; and

**WHEREAS,** the Public Safety & Justice Coordinating Committee asks that it be delegated the County Board's authority to adjust the fees in accordance with §814.70 and §814.705 of the Wisconsin Statutes by resolution upon unanimous approval; and

**NOW, THEREFORE, BE IT RESOLVED,** that Monroe County Board of Supervisors approves the attached schedule of Monroe County Sheriff fees; and

**BE IT FURTHER RESOLVED** that the Monroe County Monroe County Board of Supervisors hereby authorizes the Monroe County Public Safety & Justice Coordinating Committee, by committee resolution, to adjust the Sheriff fees by properly noticed committee meeting if no objection is made by either committee member or other individual attending the meeting.

Offered by the Public Safety & Justice Coordinating Committee this 26th day of February, 2020.

Statement of Purpose: To establish Sheriff fees by county board determination and delegate adjustment of the fees to the committee of jurisdiction.

Fiscal note: No direct costs. Revenue is a part of the Sheriff's budget.

| | |
|---|---|
| Finance Vote (If required):<br>_____ Yes _____ No _____ Absent | Committee of Jurisdiction Forwarded on: 02-10, 20 20<br>5 Yes 0 No 0 Absent<br>Committee Chair: |
| Approved as to form:<br>_____<br>Andrew C. Kaftan, Corporation Counsel | |
| ❑ ADOPTED ❑ FAILED ❑ AMENDED<br>❑ OTHER _____<br>County Board Vote on: _____ 20__<br>_____ Yes _____ No _____ Absent | STATE OF WISCONSIN<br>COUNTY OF MONROE<br>I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution #_____ acted on by the Monroe County Board of Supervisors at the meeting held on _____.<br>_____<br>SHELLEY R. BOHL, MONROE COUNTY CLERK<br>*A raised seal certifies an official document.* |

Monroe County Sheriff's Office
112 S. Court Street, Rm. 500
Sparta, Wisconsin 54656
Phone (608) 269-2117
Fax (608) 269-8889

Wesley D. Revels, Sheriff

Robert J. Conroy, Chief Deputy

# MONROE COUNTY SHERIFF FEES

## Effective January 1, 2020

**Personal Service: $75.00**
Fee required for each person to be served – up to 3 attempts.
No personal checks accepted - cash, money order or certified check only.

**Eviction Personal Service / Posting Process: $120.00**
Up to 3 attempts and posting if personal service not accomplished.

**Sheriff Sales: $75.00 at Submission and $75.00 at Sale**
Sheriff Sales are conducted on the 1st and 3rd Wednesday of each month.

**Eviction, Execution against Property, Writ of Replevin or Writ of Restitution/Disposal of Personal Property: $60.00 per hour per Deputy.** If the Sheriff's Office is to take possession of property, a bond of 3 times the value of said property will be required.

Documents/Papers will be accepted from 8:00 AM until 4:00 PM during normal business days.

Documents/Papers will be rejected for service if appropriate time is not allotted for said service to be attempted / completed.

*Fees established under §814.70 and §814.705 Wis. Stats.*

*and Monroe County Resolution No. _____*

RESOLUTION NO. _____

RESOLUTION AUTHORIZING CHANGES TO THE MONROE COUNTY CODE TO PROHIBIT NUSIANCE USE OF A TELEPHONE FOR 911 CALLS

WHEREAS, §947.012 Wis. Stats. establishes criminal conduct associated with use of a telephone; and

WHEREAS, The Public Safety Committee supports creation of an ordinance that prohibits threatening or harassing uses of a telephone when calling Monroe County dispatch/911 or law enforcement officers as such repeated calls are a drain on resources and may obstruct emergency response to actual emergencies.

NOW THEREFORE BE IT RESOLVED, by the Monroe County Board of Supervisors that that they do herby ordain the following addition to the Monroe County Code:

Sec. 20-26. - Nuisance use of a telephone.

(a) Prohibited. No person shall make, or have made on their behalf, threatening or harassing telephone calls to the 911 Call Center, Dispatch or Law Enforcement Agencies after being advised of this ordinance and make:

a. Repeated calls to 911, calls to dispatch, or calls to a Law Enforcement Officer after a Dispatcher or Law Enforcement Officer has advised the person not to call anymore unless there is an emergency. Notice of the ordinance and the warning not to call creates a rebuttable presumption of harassment.

b. Repeated false alarms that cause Dispatch and/or Law Enforcement to dispatch resources to the alarm site. There is a rebuttable presumption of harassment by a false alarm when there is not an event which necessitates emergency or Law Enforcement response and the person has been advised to rectify or fix the repeated false alarm.

(b) Penalty. Any person who makes telephone calls in violation of subsection (a) may be subject to a penalty as provided in Sec. 1-15.

Offered by the Public Safety Committee on February 26, 2020.

Purpose: To amend the ordinances to provide forfeiture citations for nuisance telephone calls.

Fiscal Note: The indirect costs of amending county ordinances.

| Finance Vote (If required): | Committee of Jurisdiction Forwarded on: Feb. 10, 2020 |
| --- | --- |
| _____ Yes _____ No _____ Absent | VOTE: 5 Yes 0 No 0 Absent |
| **************************************************** | Committee Chair: [signature] |
| Approved as to form: | [signature] [signature] |
| Andrew C. Kaftan, Corporation Counsel | [signature] [signature] |
| ❑ ADOPTED ❑ FAILED ❑ AMENDED | STATE OF WISCONSIN<br>COUNTY OF MONROE<br>I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution #_______________ acted on by the Monroe County Board of Supervisors at the meeting held on __________________. |
| ❑ OTHER _____________________ | |
| County Board Vote on:___________ 20__ | SHELLEY R. BOHL, MONROE COUNTY CLERK |
| _____Yes _____No _____Absent | *A raised seal certifies an official document.* |