

Finance Committee  
July 15, 2020

Present: Cedric Schnitzler, Wallace Habhegger, Mark Halverson, David Pierce, Toni Wissestad  
Others: Tina Osterberg, Diane Erickson, Alison Elliott, Ron Hamilton, Sharon Nelson, Wes Revels, Adrian Lockington, Debbie Carney, Brad Viegut

The meeting was called to order at the Monroe County Board Assembly Room at 9:00 a.m. by Chair Cedric Schnitzler.

- Next meeting date – Wednesday, August 19, 2020 regular Meeting in the Monroe County Assembly Room at 9:00 a.m.
  - \*Budget Meetings :
    - October 9 at 9:00 a.m.
    - October 26 at 8:30 a.m.
    - October 27 at 1:30 p.m.
    - Regular Meeting October 21 at 9:00 a.m.
- Minutes Approval - Motion by David Pierce second by Mark Halverson to approve the June 17, 2020 minutes. Carried 5-0.
- County Board Line Item Transfer – Motion by Mark Halverson second by David Pierce to approve line item transfer. Tina Osterberg, County Administrator explained the 2020 transfer in the amount of \$1,400.00 for telephone and virtual conference equipment. Carried 5-0.
- Human Services Credit Card Approval - Motion by David Pierce second by Toni Wissestad to approve following two credit cards. Ron Hamilton, Human Services director explained two credit card requests in the amount of \$1,000.00 each for a Social Worker and ADRC Office Clerk. Carried 5-0.
- Budget Adjustment
  - a. Sanitation – Motion by Wallace Habhegger second by Toni Wissestad to approve budget adjustment. Alison Elliott explained the 2020 budget adjustment in the amount of \$54,050.00 for Wisconsin Fund Grant for replacement of septic systems. Discussion. Carried 5-0.
  - b. Human Services – Motion by David Pierce second by Mark Halverson to approve budget adjustment. Ron Hamilton explained the 2020 budget adjustment in the amount of \$198,507.00 for Social Emotional Development Grant from the Department of Health Services. Carried 5-0.
  - c. Health Department – Motion by David Pierce second by Wallace Habhegger to approve the below four budget adjustments. Sharon Nelson explained the 2020 budget adjustment in the amount of \$392,506.00 for Federal CARES Act funding; \$85,750.00 for Federal CARES Act funding; \$18,000.00 for Coronavirus Preparedness and Response Supplemental Appropriation Act funding; \$30,000.00 for Federal CARES Act funding. Carried 5-0.
- Resolution Authorizing the Issuance of General Obligation Bonds in an amount not to exceed \$4,000,000 for Nursing Home and Senior Living Facility – Motion by Wallace Habhegger second by Toni Wissestad to approve resolution and forward to the full board for approval. Bradley Viegut, Managing Director of Baird provided the borrowing amount, structure, tentative timeline and financing plan. Discussion. Carried 5-0.
- Northern Natural Gases Pipeline/Rolling Hills – Easement Agreement Resolution - Tina Osterberg, County Administrator explained payments received for non-crop damage payments, crop damages and future year crop damages. Discussion. Motion by Wallace Habhegger second by Mark Halverson to approve fiscal note contingent upon committee of jurisdiction approval. Carried 5-0.
- General Fund Balance Policy – No Discussion.
- Treasurer
  - a. Debbie Carney provided the Monthly Treasurers Report.
  - b. Treasurer Department Monthly Report.

- Tax Delinquent Property – Debbie Carney, Treasurer explained that in September, the county will begin the in-rem process for delinquent 2016 and 2017 taxes.
- Finance
  - a Diane Erickson provided the Monthly Financial Report.
  - b. Finance Department Monthly Report.
- Work Comp Rates, 2021 Budget – Diane Erickson explained that the work comp rate needs to be set for 2021. Class rates and percentages were presented to members. Motion by Wallace Habhegger second by Mark Halverson to set the 2021 rate at 30%. Discussion. Carried 5-0.
- Other Post–Employment Benefits Actuarial Study Valuation Fees 2021 & 2022 – Diane Erickson explained that the post-employment study is required for the audit. The audit conducts what the post-employment liability is for retirees that remain on the county insurance. The detailed valuation in 2021 is \$3,850.00; with the 2022 table update of \$480.00. Discussion. Motion by Toni Wisestad second by David Pierce to extend the current contract two years with Key Benefits Corporation in the amount of \$4,330.00. Carried 5-0.
- Monthly Approvals –
  - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Toni Wisestad second by Wallace Habhegger to approve notice of donations/user fees received budget adjustment. Carried 5-0.
  - b. Monthly Disbursement Journal – Motion by Wallace Habhegger second by Mark Halverson to approve disbursement journal. Discussion. Carried 5-0.
  - c. Monthly Per Diems and Vouchers - Motion by Wallace Habhegger second by David Pierce to approve Monthly County Per Diems and Vouchers. Carried 5-0.
- Items for next month’s agenda – Treasurer Budget; Finance Budget; 2020 COVID Budget Shortfalls; Ho-Chunk Resolution
- Motion by Mark Halverson second by David Pierce to adjourn the meeting at 10:45 a.m. Carried 5-0.

Shelley Bohl, County Clerk  
Recorder