



# MONROE COUNTY BOARD OF SUPERVISORS

## 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\**  
112 South Court St./1<sup>st</sup> Floor Rm 1200  
Sparta, WI 54656  
**DATE:** Wednesday, August 19, 2020

202 SOUTH K STREET, RM 1  
SPARTA, WISCONSIN 54656  
PHONE 608-269-8705  
FAX 608-269-8747  
[www.co.monroe.wi.us](http://www.co.monroe.wi.us)

**\*\*PUBLIC:** Due to the COVID-19 Pandemic, you may access this meeting remotely:

<https://monroecountywi.webex.com/> or Join by phone: +1-404-397-1516 United States Toll  
Meeting Number: 146 276 7682 Access Code: 146 276 7682  
Password: Ma3p5zbnR63

### SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Next Month's Meeting Date/Time
3. Minutes Approval of July 15, 2020
4. Request for Credit Card Approval – Discussion/Action
  - a. Human Services
5. Notice of Budgetary Adjustment(s) – Discussion/Action
  - a. Health Department
  - b. Finance
  - c. Rolling Hills
6. Maintenance Notice of Re-Purpose of Funds – Discussion/Action
7. Fiscal Note on Resolution – Discussion/Action
  - a. Resolution Amending Monroe County Preliminary Plat Review Fee and Replat Review Fee
  - b. Resolution Approving the Monroe County Forest Annual Work Plan – 2021
  - c. Resolution Authorizing Self-Funded Insurance Plan
  - d. Resolution Establishing Ho Chunk Funds Allocation for 2021 Budget
  - e. Resolution Allocating Use of General Fund Reserves for Rolling Hills Nursing Home and Senior Living Facility Construction Project
8. Highway – Town Road Names – Discussion/Action
9. Treasurer
  - a. Monthly Treasurer's Report
  - b. Treasurer Department Monthly Report Review
  - c. 2021 Budget Review
10. Finance
  - a. Monthly Financial Report
  - b. Finance Department Monthly Report Review
  - c. 2021 Budget Review

**FINANCE MEETING  
August 19, 2020 Agenda**

11. Tyler Technologies Financial Software Contract – Discussion/Action
12. COVID Budget Shortfalls
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: August 17, 2020

Due to the COVID-19 Pandemic, the Monroe County Board will be following CDC recommendations. We will keep distancing of at least 6 feet. Sanitizers will be on location. We ask that if you are running a temperature or not feeling well, please do not place others at risk.

***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](http://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\**  
112 South Court St./1<sup>st</sup> Floor Rm 1200  
Sparta, WI 54656  
**DATE:** Wednesday, August 19, 2020

**\*\*PUBLIC:** Due to the COVID-19 Pandemic, you may access this meeting remotely:

<https://monroecountywi.webex.com/> or Join by phone: +1-404-397-1516 United States Toll  
Meeting Number: 146 276 7682 Access Code: 146 276 7682  
Password: Ma3p5zbnR63

### SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Next Month's Meeting Date/Time
3. Minutes Approval of July 15, 2020
4. Request for Credit Card Approval – Discussion/Action
  - a. Human Services
5. Notice of Budgetary Adjustment(s) – Discussion/Action
  - a. Health Department
  - b. Finance
  - c. Rolling Hills
6. Fiscal Note on Resolution – Discussion/Action
  - a. Resolution Amending Monroe County Preliminary Plat Review Fee and Replat Review Fee
  - b. Resolution Approving the Monroe County Forest Annual Work Plan – 2021
  - c. Resolution Authorizing Self-Funded Insurance Plan
  - d. Resolution Establishing Ho Chunk Funds Allocation for 2021 Budget
  - e. Resolution Allocating Use of General Fund Reserves for Rolling Hills Nursing Home and Senior Living Facility Construction Project
7. Highway – Town Road Names – Discussion/Action
8. Treasurer
  - a. Monthly Treasurer's Report
  - b. Treasurer Department Monthly Report Review
  - c. 2021 Budget Review
9. Finance
  - a. Monthly Financial Report
  - b. Finance Department Monthly Report Review
  - c. 2021 Budget Review

**FINANCE MEETING  
August 19, 2020 Agenda**

10. Tyler Technologies Financial Software Contract – Discussion/Action
11. COVID Budget Shortfalls
12. 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
13. Items for next month's agenda
14. Adjournment

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

Due to the COVID-19 Pandemic, the Monroe County Board will be following CDC recommendations. We will keep distancing of at least 6 feet. Sanitizers will be on location. We ask that if you are running a temperature or not feeling well, please do not place others at risk.

**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  
July 15, 2020

Present: Cedric Schnitzler, Wallace Habegger, 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 Habegger 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 Habegger 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 Habegger 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 Habegger 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 Habegger 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 Habegger to approve notice of donations/user fees received budget adjustment. Carried 5-0.
  - b. Monthly Disbursement Journal – Motion by Wallace Habegger second by Mark Halverson to approve disbursement journal. Discussion. Carried 5-0.
  - c. Monthly Per Diems and Vouchers - Motion by Wallace Habegger 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

## Request for Credit Card Approval

**Department:** Human Services

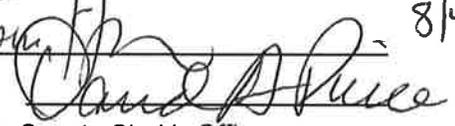
**Committee:** Human Services

Name of Card Holder	Title of Postion	Credit Card Limit
Amy Haldeman	Accountant II - increase credit limit from \$1,000	\$ 5,000.00

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

<p>The CLTS program, which Amy works with, often involves purchasing adaptive aids that are approved by the State. The current credit limit of \$1,000 is not adequate when purchasing the higher cost items for clients. Also, due to COVID there is an incease in the number of items being purchased via credit card for the clients.</p>

**Department Head Approval:**  8/4/2020

**Date Approved by Committee of Jurisdiction:**  8/4/2020

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

**Date Approved By Finance Committee:** \_\_\_\_\_

# MONROE COUNTY

## Notice of Budgetary Adjustment

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

Date: August 4, 2020  
 Department: Health  
 Amount: \$48,685.00  
 Budget Year Amended: 3/5/2020-3/15/2021

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

Received \$48,685 from Coronavirus Preparedness and Response Supplemental Appropriations Act to support health department COVID-19 activities of the following Public Health Preparedness Emergency Plan (PHEP) Domains: Incident Management for Early Crisis Response; Jurisdictional Recovery; Information Management; Countermeasures and Mitigation; Surge Management and Biosoveillance.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	435527	HD	Preparedness Re	\$ -	\$ 48,685.00	\$ 48,685.00
Total Adjustment						\$ 48,685.00

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	511000		Salary	\$ 918,878.00	\$ 18,304.00	\$ 937,182.00
24110000	515010		Social Security	\$ 56,892.00	\$ 1,131.52	\$ 58,023.52
24110000	515015		Medicare	\$ 29,480.00	\$ 266.24	\$ 29,746.24
24110000	515040		Workman Comp	\$ 8,190.00	\$ 257.92	\$ 8,447.92
24110000	534050		Block Grant Supp	\$ 38,500.00	\$ 28,725.32	\$ 67,225.32
Total Adjustment					\$ 48,685.00	

Department Head Approval: \_\_\_\_\_

Date Approved by Committee of Jurisdiction: David H. Pierce 8-4-2020

*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: August 19, 2020  
 Department: Finance  
 Amount: \$37,991.31  
 Budget Year Amended: 2020

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

CARES Act funding received for unbudgeted expenses incurred due to the COVID-19 pandemic  
 Expenses are required to be paid before submitting for reimbursment. This is the first submission  
 for CARES funding.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11410000	435528		Admin		9.96	\$ 9.96
11510000	435528		Finance		114.02	\$ 114.02
11630630	435528		Maint-Justice Custodial		869.76	\$ 869.76
11630610	435528		Maint-Justice P. Maint		1,504.22	\$ 1,504.22
11605610	435528		Main-Admin Bldg		1,476.90	\$ 1,476.90
11675630	435528		Maint- 48 addition		55.28	\$ 55.28
11653610	435528		Maint-315 W Oak		590.76	\$ 590.76
12950000	435528		Justice Dept		2,074.55	\$ 2,074.55
12951000	435528		Justice Dept-Drug Court		111.69	\$ 111.69
11430000	435528		Personnel		748.38	\$ 748.38
11710000	435528		Reg of Deeds		154.52	\$ 154.52
12110000	435528		Sherriff Admin		4,781.17	\$ 4,781.17
12700000	435528		Jail Admin		4,359.41	\$ 4,359.41
12901000	435528		EM-EPCRA		3,466.52	\$ 3,466.52
12701000	435528		Jailers		639.57	\$ 639.57
11220000	435528		Clerk of Court		544.13	\$ 544.13
24900500	435528	LC231	Human Services		1,073.65	\$ 1,073.65
24910510	435528	LC111	Human Services		4,279.00	\$ 4,279.00
24910520	435528	LC111	Human Services		8,231.54	\$ 8,231.54
24950580	435528	LC101	Human Services		237.50	\$ 237.50
24970595	435528	LC400	Human Services		103.96	\$ 103.96
24990400	435528	LC401	Human Services		2,115.51	\$ 2,115.51
11520000	435528		Treasurer		204.94	\$ 204.94
11210000	435528		Circuit Court		244.37	\$ 244.37
Total Adjustment					\$	37,991.31

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
11410000	531000		Admin Office Supplies	\$ 1,000.00	9.96	\$ 1,009.96
11510000	531000		Finance Office Supplies	\$ 2,100.00	9.96	\$ 2,109.96
11510000	522025		Finance Phone	\$ 120.00	104.06	\$ 224.06
11630630	524505		Building Repairs-Justice Ctr	\$ -	604.02	\$ 604.02
11630630	534005		Main-Operating Exp-JC	\$ 8,000.00	265.74	\$ 8,265.74
11605610	524505		Building Repairs-Admin Bldg	\$ 3,500.00	1,476.90	\$ 4,976.90
11630610	524505		Building Repairs-JC	\$ 81,500.00	1,504.22	\$ 83,004.22
11675630	534005		Operating Exp-48 Addition	\$ 300.00	55.28	\$ 355.28
11653610	524505		Bldg Maint-315 Oak	\$ 2,500.00	590.76	\$ 3,090.76
12950000	531000		Justice Dept Office Supplies	\$ 5,233.00	1,748.68	\$ 6,981.68
12950000	531050		Justice Dept Postage	\$ 550.00	239.87	\$ 789.87
12950000	521225	J4030	Justice Dept Program Exp	\$ 21,440.00	86.00	\$ 21,526.00
12951000	531000		Justice Drug Ct Office Supp	\$ 4,500.00	111.69	\$ 4,611.69
11430000	522025		Personnel Phone	\$ 150.00	340.38	\$ 490.38
11430000	519000		Persnnel Labor Relations	\$ 8,000.00	408.00	\$ 8,408.00
11710000	522025		Register of Deeds Phone	\$ 556.00	154.52	\$ 710.52
12110000	511000		Sheriff Admin Salaries	\$ 267,334.00	4,662.00	\$ 271,996.00
12110000	531000		Sheriff Office Supplies	\$ 7,500.00	119.17	\$ 7,619.17
12700000	534270		Jail Admin Jail Supplies	\$ 47,705.00	4,359.41	\$ 52,064.41
12901000	511000		EPCRA Salaries	\$ 39,140.00	3,466.52	\$ 42,606.52
12701000	511000		Jailers Salaries	\$ 1,291,278.00	313.00	\$ 1,291,591.00
12701000	511200		Jailers Salary OC	\$ 6,927.47	326.57	\$ 7,254.04
11220000	531000	CC800	Clerk of Court Office Supp	\$ 4,000.00	219.44	\$ 4,219.44
11220000	522025		Clerk of Court Phone	\$ 636.00	324.69	\$ 960.69
24900500	531000		AMSO Office Supplies	\$ 14,700.00	1,073.65	\$ 15,773.65
24910510	527105	HS215	CH in Home Other Svcs	\$ 323,000.00	4,279.00	\$ 327,279.00
24910520	527105	HS310	Foster Care Oth Svcs	\$ 341,200.00	8,231.54	\$ 349,431.54
24950580	527105	HS610	Ad Comm Living Oth Svcs	\$ 50,000.00	237.50	\$ 50,237.50
24970595	531000		ADRC Office Supplies	\$ 2,500.00	103.96	\$ 2,603.96
24990400	522005	HS805	ESS Expenses	\$ 5,470.00	2,115.51	\$ 7,585.51
11520000	531000		Treasurer Office Supplies	\$ 3,000.00	134.01	\$ 3,134.01
11520000	522025		Treasurer Phone	\$ 520.00	70.93	\$ 590.93
11210000	522025		Circuit Court Phone	\$ 1,850.00	244.37	\$ 2,094.37
						\$ -
Total Adjustment					\$ 37,991.31	

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: \_\_\_\_\_

# MONROE COUNTY

## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: June 15, 2020  
 Department: ROLLING HILLS  
 Amount: \$351,423.19  
 Budget Year Amended: 2020

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

ROLLING HILLS RECEIVED STIMULUS MONIES FROM HEALTH & HUMANS SERVICES UNDER THE CARES ACT RELIEF FUND TO BE USED TO PREVENT, PREPARE FOR, AND RESPOND TO COVID-19. THESE ARE UNBUDGETED MONIES AND THEREFORE THE REVENUES AND EXPENSES BUDGETS NEED TO BE ADJUSTED IN ORDER TO FULLFILL THE REQUIREMENTS OF THE STIMULUS.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
6421056	435612		FEDERAL AID - COVID	\$ -	\$ 53,959.98	\$ 53,959.98
6421056	435612		FEDERAL AID - COVID	\$ -	\$ 45,088.60	\$ 45,088.60
6421056	435612		FEDERAL AID - COVID	\$ -	\$ 250,000.00	\$ 250,000.00
6421056	435612		FEDERAL AID - COVID	\$ -	\$ 2,374.61	\$ 2,374.61
Total Adjustment					\$ 351,423.19	

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64210120	534005		COVID NON-NURSING SUPP	\$ -	\$ 74,923.19	\$ 74,923.19
64210120	534260		COVID NURSING SUPPLIES		\$ 80,000.00	\$ 80,000.00
64210120	581060		COVID CAPITAL MVBL EQP		\$ 150,000.00	\$ 150,000.00
64210120	534115		COVID DIETARY SUPPLIES		\$ 2,500.00	\$ 2,500.00
64210120	533010		COVID CONFERENCE & SEM		\$ 500.00	\$ 500.00
64210120	532500		COVID FEES/SUBSCRIPTION		\$ 500.00	\$ 500.00
64210120	524505		COVID BLDG REPAIRS		\$ 5,000.00	\$ 5,000.00
64210120	512010		COVID VACATION		\$ 11,000.00	\$ 11,000.00
64210120	512025		COVID FLOATING HOLIDAY		\$ 5,000.00	\$ 5,000.00
64210120	512030		COVID SICK LEAVE		\$ 22,000.00	\$ 22,000.00
Total Adjustment					\$ 351,423.19	

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.*

# Notice of Re-Purpose of Funds

MONROE COUNTY

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

Date: 8/17/2020

Department: Maintenance

Amount: \$ 89,317.30

Budget Year Amended: 2020

Explanation/Reason funds are being re-purposed and affect on Program:

(If needed attached separate brief explanation.)

These re-purpose of fund adjustments are for repairs needed due to the July storm damage to Rolling Hills building. Insurance reimbursement in the amount of \$60,350.94 will be deposited into these non-lapsing accounts to offset these costs for a net expense to the county of \$28,966.36. All three accounts have sufficient funds to cover repair costs.

### Original Budgeted Line's Purpose:

Org	Object	Project	Account Name	Original Purpose	New Purpose	Amount to Re-Purpose
17100169	580550	RH580	RH Roofs - Long Range	Non-Lapsing Roofs	Fix three roofs from storm damage	\$ 64,990.00
17100169	581050	RH580	RH HVAC - Fixed Assets	Non-Lapsing HVAC	Fix A/C condensor&chiller unit storm	\$ 22,858.66
17100169	580570	RH580	RH Electrical	Non-Lapsing Electrical	Fix rooftop electric runs/light storm	\$ 1,468.64
Total Adjustment						\$ 89,317.30

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: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AMENDING MONROE COUNTY  
PRELIMINARY PLAT REVIEW FEE AND REPLAT REVIEW FEE

WHEREAS, the Monroe County Sanitation, Planning and Zoning Committee did review the Preliminary Plat Review Fee and Replat Review Fee and determined that an adjustment of said fees would be appropriate; and

WHEREAS, the Monroe County Sanitation, Planning and Zoning Committee requests the following adjustment to Monroe County Preliminary Plat Review Fee and Replat Review Fee:

Preliminary plat review. \$700 plus \$10 per lot (increased from \$400 plus \$10 per lot)

Replat review. \$700 plus \$10 per lot (increased from \$400 plus \$10 per lot)

NOW, THEREFORE, BE IT RESOLVED, that the Monroe County Board of Supervisors does hereby increase in the Preliminary Plat Review Fee and Replat Review Fee as outlined above.

This change shall be effective September 1, 2020.

Offered this 26<sup>th</sup> day of August, 2020 by the Sanitation, Planning & Zoning, Dog Control Committee.

Fiscal note: Increased fee should help offset the cost of the County Land Use Planner & Land Conservation review.

Statement of purpose: To increase the fee to cover the cost of the County Land Use Planner and Land Conservation review.

Finance Vote (If required): ____ Yes ____ No ____ Absent ..... Approved as to form on _____ _____ Andrew C. Kaftan, Corporation Counsel	Committee of Jurisdiction Forwarded on: <u>July 20</u> , 20 <u>20</u> VOTE: <u>4</u> Yes <u>0</u> No <u>1</u> Absent Committee Chair: <u>Alan McCoy</u> <u>Raymond Cook</u> <u>Daniel W. Luite</u>
<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20__ ____ Yes ____ No ____ Absent	STATE OF WISCONSIN COUNTY OF MONROE I, SHELLY 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 _____. _____ SHELLY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i>

## **Monroe County (proposed)**

Preliminary plat review. **\$700** plus \$10 per lot (increased from \$400 plus \$10 per lot)

Replat review. **\$700** plus \$10 per lot (increased from \$400 plus \$10 per lot)

### Fee break down

Zoning: \$300 + \$5per lot

Surveyor \$100 + \$5per lot

Land Conservation \$300

### Neighboring County's review fees:

#### **Jackson County:**

Sketch Subdivision Plat \$ 200.00

Preliminary Subdivision Plat \$ 300.00

Subdivision Lot Charge per Lot \$ 10.00

Final Subdivision Plat \$ 100.00

#### **LaCrosse County:**

Preliminary Plat Review \$300.00

#### **Vernon County:**

Surveyor review only for subdivision plats \$100

#### **Juneau County:**

Preliminary Plat Review: \$200 +\$5/lot

RESOLUTION APPROVING  
THE  
MONROE COUNTY FOREST ANNUAL WORK PLAN - 2021

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

**WHEREAS**, it is required that the Monroe County Board of Supervisors approve the Monroe County Forest Annual Work Plan (see attached); and

**WHEREAS**, the Monroe County Natural Resources and Extension Committee has reviewed and approved the attached plan.

**NOW, THEREFORE, BE IT RESOLVED** by the Monroe County Board of Supervisors that they do hereby approve the attached Annual Work Plan for the calendar year of 2021 for the Monroe County Forest.

Dated this 26<sup>th</sup> of August 2020.

Offered by the NATURAL RESOURCES and EXTENSION COMMITTEE.

Purpose: To approve this Annual Forest Work Plan for the calendar year of 2021; which will allow Monroe County to apply for the County Forest Administrator Grant.

Fiscal Note: Revenue from the County Forest Administrator Grant from the WDNR will be approximately \$48,000.00 and be incorporated into the annual budget.

Drafted by Chad Ziegler.

Reviewed as to form on \_\_\_\_\_  
\_\_\_\_\_  
Andy Kaftan, Corporation Counsel

Finance Vote (If required):  
\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent

Committee of Jurisdiction Forwarded on: \_\_\_\_\_ 20\_\_\_\_  
\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent  
Committee Chair: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ADOPTED  FAILED  AMENDED  
 OTHER \_\_\_\_\_  
County Board Vote on: \_\_\_\_\_ 20\_\_\_\_  
\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent

STATE OF WISCONSIN  
COUNTY OF MONROE  
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 County  
Board of Supervisors at the meeting held on \_\_\_\_\_  
\_\_\_\_\_  
SHELLEY R. BOHL, MONROE COUNTY CLERK  
(A raised seal certifies an official document)

# MONROE COUNTY FOREST ANNUAL WORK PLAN - 2021

## REFERENCES:

1. Annual Planning Meeting (once per year with minutes)
2. Fifteen Year Comprehensive Plan (2006-2020)

## INTRODUCTION:

This work plan is intended to give a general overview of the accomplishment goals for 2021, not be a blueprint of what will or will not be done. Issues such as funding, weather, harvesting activity and workload will ultimately impact what will be accomplished. Due to unforeseen circumstances it may be expedient and prudent to perform more of one activity at the expense of another, with the understanding that at another time the situation may be reversed.

## TIMBER SALE ADMINISTRATION:

There are seven active timber sale contracts on the county forest. Normal administrative procedures for timber sales include:

- Advertising the sale and negotiating the contract.
- Meeting with the purchaser before the job is started to go over the sale requirements.
- Routinely inspecting the sale once the harvest has started to confirm contract compliance.
- Collecting load tickets and tracking the volume and type of wood being harvested.
- Making sure landing and road repair is done properly following the harvest.
- Balancing the sale ledger and completing the cutting report at sale close out.

## TIMBER SALE PLANNING AND ESTABLISHMENT:

The goals for timber sale establishment and sale in 2021 are:

- Approximately 115 acres of timber will be set up and sold.
- All of the acres will be even-aged harvests with reserve trees and reserve pockets of trees.

Normal sale establishment procedures include:

- Consulting the compartment reconnaissance to determine harvest needs for the year.
- Inspecting the scheduled stands to determine if a harvest is appropriate.
- Marking the timber to be sold in a manner appropriate for the type of sale.
- Preparing a sale prospectus and completing the cutting notice.

## FOREST RECONNAISSANCE:

- The goal for compartment reconnaissance in 2021 is 354 acres.
- Reconnaissance of completed timber sales will be done as they are closed out.
- Regeneration surveys will be performed on stands recently harvested.

## TIMBER STAND IMPROVEMENT:

- Invasive treatments with herbicides will be performed on timber sale areas before they are sold.

## REFORESTATION:

Natural regeneration is anticipated on the mature sites that will be harvested.

## FISH AND WILDLIFE MANAGEMENT ACTIVITIES:

The normal activities associated with the Karner blue butterfly program and the maintenance of wildlife openings will continue during 2021.

A one acre prescribed burn will be completed to promote native grasses and forbs.

**RESOLUTION AUTHORIZING SELF-FUNDED INSURANCE PLAN**

1 **WHEREAS**, the Monroe County Administration and Personnel Committee recommends the county  
 2 explore change from a fully-insured health insurance model to a self-insured health insurance model as of  
 3 January 1, 2021, and  
 4

5 **WHEREAS**, to transition to a self-funded health insurance model, Monroe County will assume the risk  
 6 of the medical claims and will need to purchase stop-loss coverage through another insurance provider to  
 7 manage the liability to the county as a whole, and  
 8

9 **WHEREAS**, Monroe County would work with their insurance broker to manage risk within the ever  
 10 changing health insurance market, while providing the freedom to employees to select quality insurance  
 11 coverages, overall seeking to reduce cost and risk exposure to the county while providing flexibility and quality  
 12 care plans to the Monroe County employees; and  
 13

14 **WHEREAS**, if the final structure of a self-funded plan does not deliver the expected fiscal benefit, the  
 15 County Administrator on direction of the Administrative and Personnel Committee may continue with a fully-  
 16 insured plan, and  
 17

18 **WHEREAS**, the funding level for this transition would be determined from the health insurance  
 19 expense that was budgeted for 2020 and the actual increase of 6.85% to health insurance costs, overall not  
 20 increasing the 2021 annual budget any more than what would have been assumed from remaining in the fully-  
 21 funded health insurance model.  
 22

23 **NOW, THEREFORE BE IT RESOLVED** by the Monroe County Board of Supervisors that they do  
 24 hereby authorize establishment of a self-insured health insurance plan for 2021.  
 25

26 Offered by the Administration & Personnel Committee this 26<sup>th</sup> day of August 2020.  
 27

28 Purpose: Authorize the transfer of budgeted dollars for health insurance to be placed in a separate internal  
 29 service fund and investment account to fund a self-funded health insurance plan for 2021 and years thereafter.  
 30

31 Fiscal note: Quoted increase to the health insurance budget of 6.85% = \$278,512, for total health insurance  
 32 expense to be \$4,672,973 for 2021. With potential for increases years after depending on the claims history and  
 33 performance of the health plan. The funds will be budgeted in each department's benefits expenses as they are  
 34 currently. The payments will be transferred to a revenue account in the new internal service fund for self-  
 35 funded health insurance to cover costs of claims and insurance to mitigate the liability to the county as a whole.  
 36 This resolution requires a simple majority vote.  
 37

38 Drafted by Ed Smudde, Personnel Director.

Finance Vote (If required): ____ Yes ____ No ____ Absent	Committee of Jurisdiction Forwarded on: <u>August 11</u> , 20 <u>20</u> <u>4</u> Yes <u>0</u> No <u>1</u> Absent
Approved as to form on _____ _____ Andrew C. Kaftan, Corporation Counsel	Committee Chair: <u>Dolores Habegger</u> <u>Brett Jochen</u> <u>Mary Von Ruden</u> <u>Sharon Foley</u>
<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20____ ____ Yes ____ No ____ Absent	STATE OF WISCONSIN COUNTY OF MONROE 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 _____. _____ SHELLEY R. BOHL, MONROE COUNTY CLERK A raised seal certifies an official document.

1     **RESOLUTION ESTABLISHING HO CHUNK FUNDS ALLOCATION FOR 2021 BUDGET**

2  
3     **WHEREAS**, The County and the Ho-Chunk Nation have been good neighbors and desire the  
4 spirit of cooperation to continue between the two governments; and  
5

6     **WHEREAS**, on November 1, 1994, the United States Secretary of the Interior approved a  
7 new Constitution for the Ho-Chunk Nation, formerly known as the Wisconsin Winnebago Tribe; and  
8

9     **WHEREAS**, the Ho-Chunk Nation is a federally recognized Indian Tribe, pursuant to the  
10 Indian Reorganization Act of 1934; and  
11

12     **WHEREAS**, the Nation is a sovereign government possessed of all sovereign powers and  
13 rights thereto pertaining; and  
14

15     **WHEREAS**, Article V, Section 2(i) of the Ho-Chunk Nation Constitution grants the Ho-  
16 Chunk Nation Legislature the power to negotiate and enter into treaties, compacts, contracts, and  
17 agreements with other governments, organizations, or individuals; and  
18

19     **WHEREAS**, the Congress of the United States has enacted into law the *Indian Gaming*  
20 *Regulatory Act*, (hereinafter "IGRA") P.L. 100-497, 25 U.S.C. §2701, et seq., which provides in part  
21 that a tribal/state compact may be negotiated between a tribe and a state to set forth the rules,  
22 regulations and conditions under which a tribe may conduct Class III gaming, as defined in the Act,  
23 on Indian lands within a state permitting Class III gaming; and  
24

25     **WHEREAS**, pursuant to IGRA, the Nation and the State of Wisconsin entered into a  
26 Compact on June 11, 1992; and  
27

28     **WHEREAS**, the Nation and State subsequently amended the Compact three times; and  
29

30     **WHEREAS**, in relevant part the Third Amendment to the Compact with the State of  
31 Wisconsin provides:

32     Payment to Counties. Commencing May 1, 2010, to make the Annual Payment, the Nation  
33 shall deduct from its Annual Payment One Thousand Dollars (\$1,000.00) paid to each county for  
34 every acre of land owned by the United States of America in trust for the Nation as of the effective  
35 date of this Compact and the Second Amendment which is located within the county's jurisdiction;  
36 and  
37

38     **WHEREAS**, the effective date of the Compact and the Second Amendment was July 3,  
39 2003; and  
40

41     **WHEREAS**, Patricia Olby, Realty Officer of the Midwest Regional Office of the Bureau of  
42 Indian affairs, sent a letter dated July 29, 2009 to Sheena Schoen, Department of Heritage  
43 Preservation, Division of Natural Resources of the Ho-Chunk Nation. The July 29, 2009 letter from  
44 Ms. Olby provides that pursuant to documents of record retained in the Bureau of Indian Affairs and  
45 approved by the Secretary of Interior of the United States government had taken title to land on  
46 behalf of the Ho-Chunk Nation geographically located within the borders of twelve Wisconsin  
47 Counties as of July 3, 2003; and

48           **WHEREAS**, the Ho-Chunk Nation and the State of Wisconsin through the Wisconsin  
49 Administrator of Gaming for the Department of Administration have agreed the amount and location  
50 of acreage held in trust that qualifies for this credit is set out in the July 29, 2009 letter from Patricia  
51 Olby, Realty Officer for the Bureau of Indian Affairs, Great Lakes Agency, to Sheena Schoen,  
52 Department of Heritage Preservation, Division of Natural Resources of the Ho-Chunk Nation; and  
53

54           **WHEREAS**, the County was one of the twelve Wisconsin Counties that the United States  
55 government had taken title to land geographically located within the borders of the County on behalf  
56 of the Ho-Chunk Nation; and  
57

58           **WHEREAS**, according to the Midwest Regional Office of the Bureau of Indian Affairs, as  
59 of July 3, 2003 the Department of Interior had taken title to 52.5 acres of land in trust for the Ho-  
60 Chunk Nation, which were located within the geographic boundaries of the County of Monroe; and  
61

62           **WHEREAS**, pursuant to the terms of the Compact the Nation may provide \$52,500 to the  
63 County and, if it makes this payment, the Nation beginning with its payment due on May 1, 2010  
64 will receive a corresponding reduction in the amount that is owed by the Nation to the State; and  
65

66           **WHEREAS**, pursuant to Wis. Stat. § 59.01, the County “is a body corporate, authorized to  
67 sue and be sued,...to make such contracts and to do such other acts as are necessary and proper to  
68 the exercise of the powers and privileges granted and the performance of the legal duties charged  
69 upon it”; and  
70

71           **WHEREAS**, in order to clarify the terms and conditions associated with the County’s receipt  
72 of the funds from the Nation, pursuant to Monroe County Resolution 04-10-06 the parties did enter  
73 into an Intergovernmental Agreement (“Agreement”); and  
74

75           **WHEREAS**, that consistent with the terms of Monroe County Resolution  
76 04-10-06 the Treasurer is authorized to accept money from the Nation pursuant to the Agreement  
77 and to be used in a manner consistent with the Agreement; and  
78

79           **WHEREAS**, that consistent with the terms of the Agreement upon the Nation providing the  
80 payment, the County shall provide written notification to the State of Wisconsin of the amount of  
81 any payment received in order to ensure that the State has the written notification no later than April  
82 2<sup>nd</sup>; and  
83

84           **WHEREAS**, the County may use the money for any purpose as determined by the County in  
85 its sole discretion, except that the County cannot use any of the funds paid to it in a manner that  
86 would diminish the Nation’s governmental jurisdiction or have an adverse financial impact on the  
87 Nation; and  
88

89           **WHEREAS**, consistent with the Agreement, the County shall report to the Nation by March  
90 1 of each year of the Agreement, how it intends to use the money provided by the Nation and  
91 explain, if applicable, how the County believes its proposed use of the money benefits either the Ho-  
92 Chunk Nation or Ho-Chunk Nation Tribal Members.  
93

94           **NOW, THEREFORE BE IT RESOLVED**, that for the fiscal year 2021 the County will use  
95 the money provided by the Nation for the following purpose:

96 Dated this 26<sup>th</sup> day of August, 2020.

97

98 Offered by the Finance Committee.

99

100 **Purpose:** Offset a portion of the startup costs to establish a self-insured health insurance plan for  
101 Monroe County employees. This plan seeks to reduce future cost to the county while providing  
102 flexibility and quality care plans.

103

104 **Fiscal Note:** Will provide \$52,500 of non-levy funding for 2021 fiscal year.

<p><b>Finance Vote</b> (If required):  <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent  *****  Approved as to form on _____  _____  Andrew C. Kaftan, Corporation Counsel</p>	<p><b>Committee of Jurisdiction Forwarded on:</b> _____,  20____  <b>VOTE:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent    <b>Committee Chair:</b> _____  _____  _____</p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED  <input type="checkbox"/> OTHER _____  County Board Vote on: _____ 20__  <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent</p>	<p>STATE OF WISCONSIN  COUNTY OF MONROE  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  _____  _____  <hr/> <b>SHELLEY R. BOHL, MONROE COUNTY CLERK</b>  <i>A raised seal certifies an official document.</i></p>

**RESOLUTION ALLOCATING USE OF GENERAL FUND RESERVES FOR ROLLING HILLS NURSING HOME AND SENIOR LIVING FACILITY CONSTRUCTION PROJECT**

1 **WHEREAS**, the Monroe County Board of Supervisors, in Resolution 07-17-02, approved planning a  
2 new nursing home facility consisting of a 50 bed nursing home with 24 bed community based  
3 residential facilities and 24 unit residential care apartment complex for Monroe County; and  
4

5 **WHEREAS**, with Resolution 08-17-02, the county board approved an architect firm, Community Living  
6 Solutions, for the project; and  
7

8 **WHEREAS**, was Resolution 09-17-03 the Monroe County Board of Supervisors approved Site 2, a 10  
9 acre site owned by the county located across County Highway B and to the South of the current facility;  
10 and  
11

12 **WHEREAS**, with Resolution 12-17-01 authorizing the issuance of general obligation bonds in an  
13 amount not to exceed Sixteen Million (\$16,000,000) Dollars for a nursing home and senior living facility;  
14 and  
15

16 **WHEREAS**, with an April 2, 2019 advisory referendum 64.8% of Monroe County Voters supported  
17 financing the nursing home and senior living facility in the amount of \$20,000,00; and  
18

19 **WHEREAS**, an estimate for the construction costs of the 50 bed nursing home with 24 bed community  
20 based residential facilities and 24 unit residential care apartment complex is \$19,997,478, with  
21 construction inflation of 4.5% estimated for each 2020 and 2021; and  
22

23 **WHEREAS**, current construction market conditions are favorable with reduced construction inflation for  
24 2020 and expected to continue into 2021; and  
25

26 **WHEREAS**, the Monroe County Finance Committee recommends using General Fund Reserves, in  
27 addition to General Obligation Bonds, in the amount of Two Million (\$2,000,000) Dollars as part of  
28 financing a Rolling Hills nursing home and senior living facility.  
29

30 **NOW, THEREFORE, BE IT RESOLVED**, that the Monroe County Board of Supervisors hereby directs  
31 the use of General Fund Reserve funds in an amount not to exceed Two Million (\$2,000,000) Dollars  
32 for the construction of a new nursing home and senior living facility; and  
33

34 **BE IT FURTHER RESOLVED** that this will be done by transfer of the funds to the Rolling Hills  
35 enterprise construction budget and any designated that General Fund Reserve funds not required for  
36 completion of the nursing home and senior living facility construction project be returned to the General  
37 Fund Reserve at the completion of the project.  
38

39 Dated this 26<sup>th</sup> day of August, 2020.  
40

41 Offered by the Monroe County Finance Committee.  
42

43 Purpose: Planning for financing part of the costs of the new Rolling Hills nursing home and senior living  
44 facility by using funds from the General Fund Reserve fund in an amount not to exceed Two Million  
45 (\$2,000,000) Dollars.  
46

47 Fiscal Note: The General Fund Reserve has sufficient funds. Unused General Fund Reserve funds shall  
48 be returned to the General Fund Reserve at completion of the project. Approval will required a 2/3<sup>rd</sup>s  
49 vote of the body.

Finance Vote (If required):  
\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent

\*\*\*\*\*

Approved as to form:

\_\_\_\_\_  
Andrew C. Kaftan, Corporation Counsel

ADOPTED  FAILED  AMENDED

OTHER \_\_\_\_\_

County Board Vote on: \_\_\_\_\_ 20\_\_

\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent

Committee of Jurisdiction Forwarded on: \_\_\_\_\_, 20\_\_

VOTE: \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent

Committee Chair: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

STATE OF WISCONSIN  
COUNTY OF MONROE

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 \_\_\_\_\_.

\_\_\_\_\_  
SHELLEY R. BOHL, MONROE COUNTY CLERK

*A raised seal certifies an official document.*