Finance Committee
August 19, 2020

Present: Cedric Schnitzler, Wallace Habhegger, Mark Halverson, David Pierce, Toni Wissestad
Others: Tina Osterberg, Diane Erickson, Ron Hamilton, Linda Smith, Ed Smudde, Garry Spohn, Adrian Lockington, Chad Ziegler, David Ohnstad, Debbie Carney, Wes Revels

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, September 16, 2020 regular Meeting in the Monroe County Assembly Room at 9:00 a.m.
  *Budget Meetings : October 8 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 Wallace Habhegger second by David Pierce to approve the July 15, 2020 minutes. Carried 5-0.

- Human Services Credit Card - Motion by Toni Wissestad second by Mark Halverson to approve credit card increase request. Ron Hamilton, Human Services Director explained credit card increase from $1,000.00 to $5,000.00 for Accountant II. Carried 5-0.

- Budget Adjustment
  a. Health Department – Motion by David Pierce second by Mark Halverson to approve budget adjustment. Diane Erickson, Finance Director explained the 03/05/2020-03/15/2021 budget adjustment in the amount of $48,685.00 for Coronavirus Preparedness and Response Supplemental Appropriations Act funding. Discussion. Carried 5-0.
  b. Finance – Motion by Mark Halverson second by Wallace Habhegger to approve budget adjustment. Diane Erickson, Finance Director explained the 2020 budget adjustment in the amount of $37,991.31 for CARES Act funding incurred due to the COVID-19 pandemic. Discussion. Carried 5-0.
  c. Rolling Hills – Motion by Toni Wissestad second by Mark Halverson to approve budget adjustment. Linda Smith, Nursing Home Administrator explained the 2020 budget adjustment in the amount of $351,423.19 for CARES Act stimulus funding. Discussion. Carried 5-0.

- Maintenance Re-Purpose of Funds – Motion by Wallace Habhegger second by David Pierce to approve re-purpose of funds pending committee of jurisdiction approval. Garry Spohn, Property Manager explained the 2020 re-purpose of funds in the amount of $89,317.30 for storm damages to the Rolling Hills building. Discussion. Carried 5-0.

- Rolling Hills – Motion by Wallace Habhegger second by Toni Wissestad to approve budget adjustment. Tina Osterberg, Administrator explained the 2020 budget adjustment in the amount of $28,966.36 for storm damages. Discussion. Carried 5-0.

- Fiscal Note of Resolution(s)
  a. Resolution Amending Monroe County Preliminary Plat Review Fee and Replat Review Fee - Motion by Wallace Habhegger second by Mark Halverson to approve fiscal note. Increased fees to offset the cost of the County Land Use Planner and Land Conservation review. Carried 5-0.
  b. Resolution Approving the Monroe County Forest Annual Work Plan. Motion by David Pierce second by Toni Wissestad to approve fiscal note. Chad Ziegler explained revenue received from the County Forest Administrator Grant. Carried 5-0.
  c. Resolution Authorizing Self-Funded Insurance Plan - Motion by Wallace Habhegger second by Mark Halverson to approve fiscal note. Ed Smudde, Personnel Director explained funds to be set aside in a separate internal service fund and investment account to fund a self-funded health insurance plan. Discussion. Carried 5-0.

d. Resolution Establishing Ho Chunk Funds Allocation for 2021 Budget – Motion by Wallace Habhegger second by Toni Wissestad to approve resolution and forward to the full board for approval. Tina Osterberg, Administrator explained using funds for establishment of a self-funded health insurance plan. Carried 5-0.
e. Resolution Allocating use of General Fund Reserves for Rolling Hills Nursing Home and Senior Living Facility Construction Project - Motion by Toni Wissestad second by Wallace Habhegger to approve resolution and forward to the full board for approval. Tina Osterberg, Administrator explained planning for the financing by using General Fund Reserve funds. Discussion. Carried 4-1.

- Highway Town Road Names -
  -Resolution to Amend Monroe County Ordinance Sec. 11-29, and to Amend Amended Resolution 95-6-3, in Regards to Town Road Name Signs. Motion by David Pierce second Wallace Habhegger to approve resolution pending committee of jurisdiction approval, Highway Committee. The resolution would transfer the responsibility for town road name sign costs back to the towns. Carried 5-0.

  -Resolution Authorizing Funding for Town Road Name Signs - Motion by David Pierce second by Wallace Habhegger to approve resolution pending committee of jurisdiction approval, Highway Committee. The resolution would budget town road name replacement signs. Carried 5-0.

- Treasurer
  a. Debbie Carney provided the Monthly Treasurers Report.
  b. Treasurer Department Monthly Report.
  c. 2021 Budget Review, questions were answered.

- Finance
  a Diane Erickson provided the Monthly Financial Report.
  b. Finance Department Monthly Report.
  c. 2021 Budget Review, questions were answered.

- Tyler Technologies Financial Software Contract – Tina Osterberg, Administrator provided members with the Tyler Technologies Contract Renewal. Central files have been removed from the contract, citizen's self-service, bid management and maplink GIS integration. The proposed budget estimate is $166,969.00. Discussion. Motion by Toni Wissestad second by David Pierce to approve software contract with Tyler Technologies. Carried 5-0.

- COVID Budget Shortfalls – Tina Osterberg, Administrator explained that $764,000.00 is available through CARES funding. The second round of funding reimbursement is due September 15, 2020. Discussion. It was explained that there is potential to transfer any remaining grant funds to the municipalities.

- Monthly Approvals –
  a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by David Pierce second by Toni Wissestad 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. Carried 5-0.
  c. Monthly Per Diems and Vouchers - Motion by Toni Wissestad second by Wallace Habhegger to approve Monthly County Per Diems and Vouchers. Carried 5-0.

- Items for next month's agenda – COVID Budget Shortfalls, TIF Districts

- Chair Cedric Schnitzler adjourned the meeting at 10:48 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder