

FINANCE COMMITTEE

May 25, 2022

The meeting of the Finance Committee was called to order by Chair Harley Reabe on Wednesday, May 25, 2022 at 3:00 PM, in the County Board Room and via Zoom format at the Government Center, Green Lake, WI. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Luke Dretske
Brian Floeter (Zoom)
Don Lenz
Dennis Mulder
Harley Reabe

Other County Employees Present: Jess McLean, Treasurer; Kayla Yonke, HHS Business Manager; Liz Otto, County Clerk; Jason Jerome, HHS Director; Sheriff Mark Podoll; Shannon Barfknecht, Financial Manager; Cathy Schmit, County Administrator; Gene Thom, Supervisor #19; Matt Kirkman, P&Z Director

MINUTES

Motion/second (Lenz/Mulder) to approve the minutes of the April 27, 2022 meeting with no additions or corrections. Motion carried with no negative vote.

APPEARANCES

- Jason Jerome, HHS Director

Jason Jerome gave a presentation requesting the use of \$344,770 in ARPA funding for software updates in the Behavioral Health unit of HHS. Their current software is becoming obsolete and he is requesting updates on 4 levels to increase productivity and reduce staff time with reminders, etc. Approximately 400 lives would currently be affected currently. Questions and discussion followed.

- Matt Kirkman, Planning & Zoning Director

Matt Kirkman is requesting \$97,200 in ARPA funds. \$22,200 would be allocated for cloud hosting of Ttech software and \$75,000 would be for parcel file scanning. The committee directed Kirkman to get bids for the parcel scanning. Questions and discussion followed.

Brian Floeter left the meeting at 3:30 PM.

PUBLIC COMMENT – none

LIMITED SCOPE REPRESENTATION LETTER FROM QUARLES & BRADY

Mitchel Olson, General Counsel for Quarles & Brady, provided information regarding broadband resolution.

RESOLUTIONS

- **Initial Resolution Approving Revenue Bond Financing for Bug Tussel 1, LLC**

Mitchel Olson, General Counsel for Quarles & Brady, provided a map with proposed area for grant funding. No commitment is being made at this point.

Motion/second (Lenz/Mulder) to approve the resolution and forward to County Board for final approval. Motion carried with no negative vote.

- **Relating to Committed Funds for 2022 as Required by GASB #54**

County Administrator Cathy Schmit provided an updated schedule of funds.

Motion/second (Mulder/Lenz) to approve the resolution and forward to County Board for final approval. Motion carried with no negative vote.

TREASURER'S MONTHLY REPORT

- **Tax Collection Update** – Treasurer Jess McLean gave an update on delinquent tax parcels. She also stated that Stefanie Meeker has returned as an LTE to provide assistance with the Real Property Lister duties and the Chief Deputy position is now vacant in her office.
- **April Financial Reports** – no updates from the written report
- **Sales Tax Update** – Jess McLean stated she does not have the May numbers at this point.

IN REM UPDATE –

This was covered in the Treasurer's monthly report.

OPEN BIDS FOR IN-REM PROPERTIES

3 bids received:

- 014-00164-000 (Town of Marquette) – bid received for \$1,000 from Aimee Waldorf-Henning. Minimum bid is set at \$2,737.59. *Motion/second (Mulder/Lenz)* to reject the bid. Motion carried with no negative vote.
- 016-1801-000 (Town of Princeton) – bid received for \$1,000 from Aimee Waldorf-Henning. Minimum bid is set at \$5,533.75. *Motion/second (Mulder/Lenz)* to reject the bid. Motion carried with no negative vote.
- 016-1802-000 (Town of Princeton) - bid received for \$1,000 from Aimee Waldorf-Henning. Minimum bid is set at \$5,533.75. *Motion/second (Lenz/Mulder)* to reject the bid. Motion carried with no negative vote.

DISCUSSION REGARDING ACH POLICY

County Administrator Cathy Schmit stated that she reached out to her peers as did Treasurer Jess McLean to find out what other counties have for a policy. This will be put on the next agenda for further action and/or discussion.

DISCUSSION REGARDING CREDIT CARD POLICY

County Administrator Cathy Schmit provided an updated policy with a few changes proposed. The updates will be made and brought back for discussion and/or action next month.

DISCUSSION/ACTION ON PROPOSED USES OF ARPA FUNDS

County Administrator Cathy Schmit read a letter from the Lake Puckaway Protection & Rehabilitation District requesting \$100,000 to help fund a breakwater reconstruction project. This has been placed on the request list. Chair Reabe is waiting for updates from some of the fire districts for equipment requests.

BUDGET REVIEW OF REVENUES AND EXPENDITURES

Review of April expenses and revenues discussed.

SUPERVISOR'S/LAY PEOPLE MONTHLY CLAIMS

Supervisor's claims: \$3,133.38

Lay Person's claims: \$73.08

Motion/second (Dretske/Lenz) to approve supervisor and lay people claims. Motion carried with no negative vote.

COMMITTEE DISCUSSION

- **Future meeting dates: Regular Meeting – June 22, 2022 @ 3:00 PM**
- **Future agenda items for action & discussion: ACH policy, credit card policy**

ADJOURNMENT

Chair Reabe adjourned the meeting at 4:19 PM.

Submitted by,

A handwritten signature in black ink, appearing to read "Liz Otto". The signature is fluid and cursive, with the first name "Liz" written in a larger, more prominent script than the last name "Otto".

Liz Otto
County Clerk