

FINANCE COMMITTEE

June 22, 2022

The meeting of the Finance Committee was called to order by Chair Harley Reabe on Wednesday, June 22, 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
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 (Zoom); Cathy Schmit, County Administrator; Gene Thom, Supervisor #19 (Zoom); Matt Kirkman, P&Z Director; Matt Vandekolk, Chief Deputy; Ken Bates, Supervisor #5 (3:35); Dave Abendroth, County Board Chair (Zoom); Joe Gonyo, Supervisor #16 (Zoom)

MINUTES

Motion/second (Lenz/Dretske) to approve the minutes of the May 25, 2022 meeting with no additions or corrections. Motion carried with no negative vote.

PUBLIC COMMENT - none

APPEARANCES

- Jason Jerome, HHS Director and Matt Kirkman, P & Z Director

Jason Jerome provided further updates to his request for ARPA funding for 4 upgrades totaling \$322,970. The initial cost of the software implementation is \$108,434 with \$53,634 in annual maintenance and license fees for 4 years. Discussion held. *Motion/second (Floeter/Mulder)* to direct administration to draft a resolution to fund the initial HHS software with ARPA funding in the amount of approximately \$108,000. Motion carried with no negative vote.

Corporation Counsel Dawn Klockow stated that there is now a quorum of the Judicial Law and Health & Human Services Committees present. Supervisors Joe Gonyo and Gene Thom ended their Zoom participation.

Matt Kirkman, Planning & Zoning Director, provided further updates to his request for ARPA funding for cloud hosting of Ttech software and parcel file scanning for a total of \$97,200. Discussion held. No action taken on Kirkman's request at this time.

RESOLUTIONS

- **Relating to Use of General Fund Reserve Funds for Highway Property Improvements Related to the County Jr. Free Fair**

Ken Bates, Supervisor #5 and Chair of the Ag/Extension Committee, explained that since there was no Fair in 2020 due to COVID, the funds that were levied were not spent so this resolution is requesting those funds be transferred into the Highway Property Improvement budget for improvements at the fairgrounds. County Administrator Cathy Schmit stated that she would urge the committee to reconsider this resolution due to the precedence of transferring from the general fund. Discussion held. The committee advised the Highway Committee to request the \$34,000 in the 2023 budget instead. *Motion/second (Floeter/Mulder)* to forward the resolution on to County Board with no action. Motion carried with no negative vote.

TREASURER'S MONTHLY REPORT

Treasurer Jessica McLean stated that sales tax was up again for May. Boat launch fees are down slightly from last year. She stated that there are no updates to her submitted written report.

IN REM UPDATE

Treasurer Jessica McLean stated that there are currently 35 parcels in the in rem process.

OPEN BIDS FOR IN-REM PROPERTIES

- 014-00164-0000 (Town of Marquette) – bid of \$800 received from Aimee Wachdorf-Henning. Minimum bid is \$2,737.59. This is the 2nd round of bids. *Motion/second (Floeter/Lenz)* to accept the bid in the amount of \$800. Motion carried with no negative vote.
- 016-01801-000 (Town of Princeton) – bid of \$1,000 received from Aimee Wachdorf-Henning. Minimum bid is \$5,533.75. This is the 2nd round of bids. *Motion/second (Floeter/Mulder)* to accept the bid in the amount of \$1,000. Motion carried with no negative vote.
- 016-01802-0000 (Town of Princeton) – bid of \$1,000 received from Aimee Wachdorf-Henning. Minimum bid is \$5,533.75. This is the 2nd round of bids. *Motion/second (Floeter/Dretzke)* to accept the bid in the amount of \$1,000. Motion carried with no negative vote.

DISCUSSION REGARDING ACH POLICY

Treasurer Jessica McLean stated that she has been unable to find a policy from another county. County Administrator Cathy Schmit stated the same. Discussion held. Committee agreed by general consensus to proceed without a formal policy but follow the current process which includes exception notifications from the bank.

DISCUSSION REGARDING CREDIT CARD POLICY

Supervisor Dretzke included a policy from Winnebago County in the packet. County Administrator Cathy Schmit had also submitted an updated policy which will be included in next month's packet and put on the agenda for finalization. Use of credit card points was discussed as well.

DISCUSSION/ACTION ON PROPOSED USES OF ARPA FUNDS

County Administrator Cathy Schmit stated that the 2nd distribution of funds has been received. No new requests have been added to the list since last month.

CREDIT CARD APPROVALS

- **Sheriff's Office**
Motion/second (Mulder/Dretzke) to approve credit cards and limits for Connor Hunter and Zachary Shohoney. Motion carried with no negative vote.
- **Health and Human Services**
Motion/second (Lenz/Mulder) to approve credit card and limit for Ryan Bamberg. Motion carried with no negative vote.

BUDGET ADJUSTMENTS

- **ARPA Funds**
Motion/second (Mulder/Lenz) to approve the recording of ARPA funds and designated expenditures in various accounts in the amount of \$3,673,629.00. Motion carried with no negative vote.
- **Treasurer**
Motion/second (Lenz/Dretzke) to approve the transfer to \$3,000 from credit card points into Personnel Training for land records training. Motion carried with no negative vote.

BUDGET REVIEW OF REVENUES AND EXPENDITURES

No questions or discussion on May revenues and expenditures.

SUPERVISOR'S/LAY PEOPLE MONTHLY CLAIMS

Supervisor's claims: \$4,776.46

Lay Person's claims: \$313.29

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

COMMITTEE DISCUSSION

- **Future meeting dates: Regular Meeting – July 27, 2022 @ 3:00 PM**
- **Future agenda items for action & discussion:** finalization of credit card policy

ADJOURNMENT

Chair Reabe adjourned the meeting at 4:43 PM.

Submitted by,

Liz Otto
County Clerk