

Jefferson County  
Finance Committee Minutes  
October 8, 2015

Committee members: Braughler, James B (Vice Chair) Poulson, Blane  
Hanneman, Jennifer (Secretary) Schroeder, Jim  
Jones, Richard C. (Chair)

1. **Call to order** – Richard Jones called the meeting to order at 8:30 a.m.
2. **Roll call (establish a quorum)** – All committee members were present. Staff in attendance was Ben Wehmeier, Tammy Worzalla, Blair Ward, Barb Frank, Mark Watkins and Brian Lamers.
3. **Certification of compliance with the Open Meetings Law** – Wehmeier certified that notice of the meeting complied with the Open Meetings Law.
4. **Approval of the agenda-No Changes**
5. **Approval of Finance Committee minutes for September 14<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup>, 2015.** A motion was made by Hanneman/Braughler to approve the minutes of September 14<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup>, 2015. The motion passed 5-0.
6. **Communications** –Lamers stated he passed out Resolution 2008-55 recommending allocation of funds to be received for Highway 26 right-of-way as reference for agenda items #8 and #9.
7. **Public Comments** – None
8. **Discussion and possible action on Resolution to Institute a New Farmland Conservation Funding Method-Referred to Finance Committee from the September 8, 2015 County Board Meeting.** Wehmeier discussed the current resolution in place which allows the Finance Committee look at the funding on a case by case basis. Hanneman was against committing funds for future sales. Schroeder stated the County should revisit the way of looking at Farmland Preservation explaining there are other ways to preserve farmland starting with zoning. Jones stated the Finance Committee’s objective is to look at the overall financial future of the County. Poulson stated he agrees there is something in place currently for possible funding after a sale of County property on a case by case basis which may result as potential funding for the program. A motion was made by Jones/Hanneman to add wording to the Executive Summary on the resolution as follows; At September 8, 2015 County Board of Supervisors meeting this resolution was referred to the Finance Committee for recommendation. The Finance Committee voted (insert votes) to recommend the County continue to following Resolution No. 2008-15 (resolution establishing mechanism to fund purchase of farmland conservation easement). The Committee felt it would not be fiscally responsible to force the County into automatic payout which may result in a hardship to the County. With continuing to follow Resolution No. 2008-15, the Committee then could look at the sale of property on a case by case basis. The motion passed 5-0.
9. **Discussion and possible action on Resolution to Establish Mechanism to Fund Purchase of Farmland Conservation Easements-Referred to Finance Committee from the**

- September 8, 2015 County Board Meeting.** A motion was made by Jones/Hanneman to add the wording to the Executive Summary on the resolution as stated in item #8. The motion passed 5-0.
- 10. Discussion and possible action on Resolution disallowing the claim for Dawn Boley.** Discussion took place and a motion was made by Braughler/Schroeder to disallow the claim for Dawn Boley. The motion passed 5-0.
  - 11. Discussion and possible action on Resolution disallowing the claim for Annette Atwater.** Discussion took place and a motion was made by Braughler/Poulson to disallow the claim for Annette Atwater. The motion passed 5-0.
  - 12. Review of the financial statements and department update for August 2015-Finance Department.** Lamers stated that there is really nothing out of the ordinary for the Finance Department.
  - 13. Review of the financial statements and department update for August 2015-County Clerk Department.** Lamers stated that there is really nothing unusual on the County Clerks financial report.
  - 14. Review of the financial statements and department update for August 2015-Treasurer Department.** Lamers stated that interest on taxes is higher than anticipated. Currently, it is at about \$14,000 above of the estimated budget. Regular interest on investments is about \$11,000 under budgeted revenue. Also noted was the fair market value adjustment of a positive \$37,000 which is adjusted monthly.
  - 15. Review of the financial statements and department update for August 2015-Child Support Department.** Lamers stated nothing unusual noted, revenue is low because we usually only receive state payments quarterly.
  - 16. Discussion of funding for projects related to the new Highway Facilities.** Wehmeier stated there is no real movement on the satellite shops. There are two issues being worked through. The first one is the safety codes and the need for sprinkler systems based on the size. The other is that Lake Mills recently changed the building code to no pre-engineered metal buildings.
  - 17. Discussion on 2015 projections of budget vs. actual.** Lamers stated at this point looking at June, there is nothing out of the ordinary to report except for Medical Examiner will probably be over budget this year with autopsies.
  - 18. Discussion on the 2016 Budget.** The Recommended Budget was handed to the Committee and Lamers stated that the packet included the Draft Resolutions for their review that will be presented at the County Board budget meeting provided there are no changes.
  - 19. Update on contingency fund balance.** Lamers directed the Finance Committee to the schedule showing the current balance of 2015 general contingency of \$328,249 however, there are possibilities of a reduction of \$12,700 from MIS email retainage, the remnant portion of land for the realignment of County A with the Parks Department and fiber to the Fair Park. There is also an estimate \$90,761 that will be turned back from the Sheriff Department from the Radio System. The vested benefits balance is \$270,000.

**20. Set future meeting schedule, next meeting date, and possible agenda items** – The next meeting is Friday, November 6, 2015 at 8:30 am. This will be a regular and budget amendment meeting. The agenda items will include an update on the Highway projects, projections of budget vs. actual, updates on the state budget and the 2016 budget.

**21. Payment of Invoices**-After review of the invoices, a motion was made by Hanneman/Poulson to approve the payment of invoices totaling \$405,677.95 for the main review and \$1,893,286.93 for the other payments, payroll deductions and P-Cards. The motion passed 5-0.

**22. Adjourn** – A motion was made by Braughler/Hanneman to adjourn at 9:23 a.m. The motion passed 5-0.

Respectfully submitted,

Jennifer Hanneman  
Finance Committee  
Jefferson County  
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