

Jefferson County
Finance Committee Minutes
January 10, 2019

Committee members: Jones, Richard (Chair) Kutz, Russell (Secretary)
Rinard, Amy Conor Nelan
Jaeckel, George (Vice Chair)

1. **Call to order** – Richard Jones called the meeting to order at 8:30 a.m.
2. **Roll call (establish a quorum)** – Finance Committee members present were Richard Jones, George Jaeckel, Russel Kutz, and Amy Rinard. Conor Nelan was excused. There were no other County Board members present. Staff in attendance were County Administrator, Ben Wehmeier (via phone); Finance Director, Marc DeVries; Corporation Counsel Paralegal, Connie Freeberg, Health Department Accountant II, Sandee Schunk; and County Treasurer John Jensen. Members of the public present were Steve Cline.
3. **Certification of compliance with the Open Meetings Law** – County Administrator Wehmeier certified compliance with the Open Meetings Law.
4. **Approval of the agenda** – The agenda was approved as submitted.
5. **Approval of Finance Committee minutes for December 4, 2018.** A motion was made by Jaeckel/Rinard to approve the minutes for December 4, 2018. The motion passed 4-0.
6. **Communications** – Corporation Counsel Paralegal Freeberg distributed a list of In Rem foreclosed properties.
7. **Public Comment** – Supervisor Jones thanked Connie Freeberg for her years of excellent service and wished her well in her retirement.
8. **Discussion and possible action on Health Department Budget Amendment – PHEP Opioid Grant** – Sandee Schunk explained that the Health Department received a grant that was unanticipated at the time the budget was passed. The purpose of the grant award was for emergency preparedness services related to opioid abuse and addiction. Motion by Rinard/Nelan to forward the budget amendment to the Board of Supervisors. The motion passed 4-0.
9. **Discussion and possible action on claims against Jefferson County** – The County’s insurance carrier, WMMIC, is recommending that the County deny the claim of Travis Trumpf. Motion by Rinard/Jaeckel to forward the denial to Board of Supervisors for its consideration. The motion passed 4-0.
10. **Discussion and possible action on budget transfer from contingency fund in the amount of \$24,000 for rental and repairs to Jail Generator** – County Administrator Wehmeier explained that the backup generator for the jail has failed and the County has procured a rental for temporary replacement while it decides whether repair or replacement would be the most cost effective solution. Because the failure occurred during 2018, the cost of rental during the remainder of 2018 as well as the cost to estimate repair expenses should be charged to the prior year’s budget. The amount of the repair estimate is approximately \$11,000 and the rental is \$13,000 per month. At this time it does not appear that Central Services can absorb this cost so a transfer from contingency is

being requested in the amount of up to \$24,000. Motion by Jaeckel/Rinard to approve the transfer of up to \$24,000 from contingency to Central Services. The motion passed 4-0.

- 11. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties.** Corporation Counsel Paralegal Freeberg and Treasurer Jensen updated the Committee on the status of foreclosed properties. Steve Cline addressed the Committee with his intent to redeem all outstanding parcels in the Jellystone Park area, Parcels 5-18 on the list of In Rem properties. Because Mr. Cline still owes delinquent taxes on other properties he owns, he cannot purchase the properties under the County's current policy. Mr. Cline agreed to place \$3,000 in escrow to apply toward the outstanding delinquent taxes within the next 60 days. Motion by Jaeckel/Rinard to accept the offer in good faith from Mr. Cline. Motion passed 4-0.
- 12. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties.** The Committee did not convene into closed session.
- 13. Reconvene in open session.** The Committee did not convene into closed session.
- 14. Review of the financial statements and department update for November 2018-Finance Department** – No action taken.
- 15. Review of the financial statements and department update for November 2018-Treasurers Department** – No action taken.
- 16. Review of the financial statements and department update for November 2018-Child Support Department** - No action taken.
- 17. Discussion 2018 projections of budget vs. actual.** No action taken.
- 18. Update on contingency fund balance.** DeVries noted that the current balance of 2018 general contingency funds before any action taken at the current meeting is \$315,649. The other contingency fund balance is \$187,585 and the vested benefits balance is \$290,000.
- 19. Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities.** Nothing new to report at this time.
- 20. Set future meeting schedule, next meeting date, and possible agenda items** - The dates posted on the agenda for the current meeting are changed to read as follows: Monday, February 11, 2019 and Thursday, March 7, 2019. The June meeting date that would normally take place on Thursday June 13, 2019 will be changed to Tuesday June 11, 2019. Future agenda items will include the proposed restructuring of Committees and the repair/replacement of the generator, boiler, and chiller in the jail.
- 21. Review of Invoices**-After review of the invoices, a motion was made by Jones/Jaeckel to approve the payment of invoices totaling \$4,319,712.39. The motion passed 4-0.
- 22. Adjourn** – A motion was made by Jaeckel/Kutz to adjourn at 9:45 a.m. The motion passed 4-0.

Respectfully submitted,

Russell Kutz, Secretary
Finance Committee
Jefferson County
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