

Jefferson County
Finance Committee Minutes
February 11, 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, Conor Nelan and Amy Rinard. Other County Board members present were Jim Schroeder and Walt Christensen. Staff in attendance were County Administrator, Ben Wehmeier; Finance Director, Marc DeVries; Corporation Counsel Blair Ward; Fair Park Supervisor Roger Klymanen; Marketing Specialist Amy Listle; and County Treasurer John Jensen. Members of the public present were Don and Nancy Brunson and Matt Anhalt.
3. **Certification of compliance with the Open Meetings Law** – County Administrator Wehmeier certified compliance with the Open Meetings Law.
4. **Approval of the agenda** – Agenda approved with one change, moved agenda item #11 until after #13.
5. **Approval of Finance Committee minutes for January 10, 2019.** A motion was made by Jaeckel/Rinard to approve the minutes for January 10, 2019. The motion passed 5-0.
6. **Communications** – DeVries distributed the proposed 2020 budget calendar.
7. **Public Comment** – None.
8. **Discussion and possible action on out-of-state travel – Human Services Department** – County Administrator Wehmeier explained that the Health Transitions Grantee meeting in Tampa, Florida is fully funded by a state grant. Chris Richard will attend. Motion by Rinard/Jaeckel to approve the out-of-state travel. The motion passed 5-0.
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 Rhonda Baker. Motion by Jaeckel/Kutz to forward the denial to Board of Supervisors for its consideration. The motion passed 5-0.
10. **Discussion and possible action on budget transfer from contingency fund for construction of Fair Park Swine Barn** – County Administrator Wehmeier explained that the proposals for the Swine Barn at the Fair Park had come in slightly over budget. The Committee has some options for funding the difference. Wehmeier proposed to seek additional sponsorships to fund the costs and delay other budgeted capital projects such as the LED highway sign until sponsorships are secured. Motion by Jaeckel/Rinard to delay previously budgeted capital projects until sponsorships can be secured to cover the additional costs of the swine barn construction. The motion passed 5-0.
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 Ward and Treasurer Jensen updated the Committee on the status of foreclosed properties. No action taken.

- 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.** Motion by Jaeckel/Rinard to convene into closed session. The motion passed 5-0.
- 13. Reconvene in open session.** Motion by Jaeckel/Rinard to reconvene into open session. The motion passed 5-0. Motion by Rinard/Nelan to accept the offer of Matt Anhalt for full payment of his delinquent taxes. The motion passed 5-0. Motion made by Jones/Jaeckel to accept a down payment of \$1,297 to be applied toward either outstanding taxes or rent and for Corporation Counsel Ward to work with a bank to finance the delinquent tax liability on the Brunson property, and to revisit the status of this property at the next Finance Committee meeting. If the Brunsons are able to pay the entire outstanding balance, the Corporation Counsel is authorized to sell the property back to them as former owners without further Finance Committee action. The motion passed 5-0. Motion made by Rinard/Jaeckel to authorize the County Administrator to negotiate the sale of the Watertown property to the City of Watertown in the amount discussed in closed session and forward the resolution to the Board of Supervisors. The motion passed 5-0.
- 14. Discussion and possible action on 2020 budget process –** Finance Director DeVries presented the proposed budget calendar along with explaining the improvements made to the process during the past 2 budget years along with suggestions for potential future improvements. Discussion ensued regarding the process for 2020. Motion made by Jones/Rinard to approve the 2020 budget calendar. The motion passed 5-0.
- 15. Review of the financial statements and department update for December 2018-Finance Department –** No action taken.
- 16. Review of the financial statements and department update for December 2018-Treasurers Department –** No action taken.
- 17. Review of the financial statements and department update for December 2018-Child Support Department -** No action taken.
- 18. Discussion 2018 projections of budget vs. actual.** No action taken.
- 19. 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 \$291,649. The other contingency fund balance is \$187,585 and the vested benefits balance is \$290,000.
- 20. Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities.** Nothing new to report at this time.
- 21. 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: Thursday, March 5, 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 budget carryforwards.

22. Review of Invoices-After review of the invoices, a motion was made by Jaeckel/Rinard to approve the payment of invoices totaling \$2,894,445.84. The motion passed 5-0.

23. Adjourn – A motion was made by Jaeckel/Nelan to adjourn at 9:45 a.m. The motion passed 5-0.

Respectfully submitted,

Russell Kutz, Secretary
Finance Committee
Jefferson County
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