

Jefferson County  
Finance Committee Minutes  
July 11, 2019

Committee members: Jones, Richard (Chair) Kutz, Russell (Secretary)  
Rinard, Amy Nelan, Conor  
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 Anita Martin. Staff in attendance were County Administrator, Ben Wehmeier; Finance Director, Marc DeVries; Assistant Finance Director, Tammy Worzalla; and Corporation Counsel, Blair Ward. Members of the public present were Wallace McDonell from Whitewater and David Rorge.
3. **Certification of compliance with the Open Meetings Law** – County Administrator Wehmeier certified compliance with the Open Meetings Law.
4. **Approval of the agenda** – Item #8 will be tabled until August Finance Committee meeting. Items 13 and 14 will take place after item 17.
5. **Approval of Finance Committee minutes for June 11, 2019.** A motion was made by Rinard/Nelan to approve the minutes for June 11, 2019. The motion passed 4-0 with Jaeckel abstaining.
6. **Communications** – None.
7. **Public Comment** – Anita Martin (Lake Mills) inquired about the Farmland Preservation funds and where they could be found in the budget.
8. **Discussion and possible action on Amending the Parks Department Annual Budget for a Joint Boat Launch Project on County Highway E** – No action taken.
9. **Discussion and possible action on Child Support Awareness Month Proclamation** – Child Support Director Jensen explained the importance of raising awareness for the care and well-being of children. A proclamation declaring August as Child Support Month has been prepared for the Board of Supervisors to take action on. A motion was made by Rinard/Nelan to recommend the proclamation to the County Board of Supervisors. The motion passed 5-0.
10. **Discussion and possible action on claims against Jefferson County** –Claims have been made against Jefferson County by Kim Buckley for damages in the amount of \$379.99, and Valerie Westenberg for damages in the amount of \$1,126. The claims were reviewed by the County’s insurance carrier, WMMIC, and were recommended for disallowance based on the findings that the County has no liability for these claims and is not legally responsible for the damages. Motion by Jaeckel/Nelan to deny the claim and forward the resolution to the Board of Supervisors for denial. The motion passed 5-0.
11. **Discussion and possible action on approval of out-of-state travel for UW Extension Department – National Association of Extension 4-H Agents (NAE4-HA) Annual Conference** – Wehmeier explained that the County has funds in the UW Extension budget available to pay for

attendance at the National Association of Extension 4-H Agents (NAE4-HA) Annual Conference in White Sulphur Springs in West Virginia on November 3-7, 2019. Motion by Rinard/Jaeckel to approve the out-of-state travel. The motion passed 5-0.

- 12. 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 updated the Committee on the status of foreclosed properties. Wallace McDonell spoke to the Committee regarding the Weber property and petitioned the Committee for an allowance of time to work with a bank to repurchase the Weber property. David Rorge spoke to the Committee regarding the same property and that he had secured the winning bid for the property, and petitioned the Committee to honor the bid process.
- 13. 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 and pursuant to section 19.85 (1)(g) Wis. Stats. to confer with legal counsel concerning strategy to be adopted by Jefferson County with respect to litigation in which it is or is likely to become involved for the purpose of discussion and possible action on claims against Jefferson County** – Roll call vote to move to closed session. Motion passed 5-0.
- 14. Reconvene in open session for action on closed session items if necessary** – Motion by Rinard/Nelan to return to open session. The motion passed 5-0. Motion by Jaeckel/Nelan to allow Weber up to August 7, 2019 to demonstrate preapproval of a loan to finance the outstanding property taxes, interest, penalties and rent, and next year's estimated property taxes, and update the Committee at the next meeting on August 8 on the status of payment of the outstanding amounts unless the loan is executed prior to the next meeting, in which case Corporation Counsel is authorized to close the sale without further Committee action. The motion passed 5-0.
- 15. Discussion and possible action on contingency transfers for additional strategic plan initiatives** – County Administrator Wehmeier updated the Committee on the status of implementing the strategic plan in relation to the amounts budgeted in the Other Contingency (11002.599908) line item. No action taken.
- 16. Discussion on various budget line items** – DeVries distributed an analysis of Therapy, Capital, Mileage, and Conference and related travel line items. No action taken.
- 17. Discussion on 2020 budget outlook** – County Administrator Wehmeier summarized the budget message he brought to the joint department head/committee chair meeting. No action taken.
- 18. Review of the financial statements and department update for May 2019-Finance Department** – No action taken.
- 19. Review of the financial statements and department update for May 2019-Treasurers Department** – No action taken.
- 20. Review of the financial statements and department update for May 2019-Child Support Department** - No action taken.
- 21. Discussion 2019 projections of budget vs. actual.** No action taken.

- 22. Update on contingency fund balance** - The current balance of 2019 general contingency funds before any action taken at the current meeting is \$412,000. The other contingency fund balance is \$305,925 and the vested benefits balance is \$290,000.
- 23. Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities.** Wehmeier updated the Committee on the progress of the old highway site.
- 24. Set future meeting schedule, next meeting date, and possible agenda items** – The next meeting is scheduled for August 8, 2019. Future agenda items will include update on priority based budgeting.
- 25. Review of Invoices**-After review of the invoices, a motion was made by Nelan/Rinard to approve the payment of invoices totaling \$3,932,287.15. The motion passed 5-0.
- 26. Adjourn** – A motion was made by Nelan/Rinard to adjourn at 11:03 a.m. The motion passed 5-0.

Respectfully submitted,

Russell Kutz, Secretary  
Finance Committee  
Jefferson County  
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