

**Jefferson County
Finance Committee Minutes
December 10, 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 5:03 p.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 James Schroeder and Walt Christensen. Staff in attendance were County Administrator, Ben Wehmeier; Finance Director, Marc DeVries; Assistant Finance Director, Tammy Worzalla; Corporation Counsel, Blair Ward and Assistant Corporation Counsel, Yelena Zarwell. There were no members of the public present.
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.
5. **Approval of Finance Committee minutes for November 7, 2019.** A motion was made by Jaeckel/Kutz to approve the minutes for November 7, 2019. The motion passed 5-0.
6. **Communications** – None.
7. **Public Comment** – None.
8. **Discussion and possible action on Authorization to Enter into a Contract with General Communications to Develop a P25 Digital Radio System Infrastructure in Jefferson County** – County Administrator Wehmeier explained the scope of the project and that True North Consulting had assisted with the Request for Proposal process and evaluating the proposals submitted. There were three proposals received with varying coverages and prices. The recommendation is to award the bid to General Communications because they are the lowest responsible bidder and included coverage in areas that the other two proposers did not. Further, General Communications is the current service provider and is familiar with the County. The proposed resolution increases the project budget by \$500,000 for contingency items. Motion by Rinard/Nelan to approve the resolution as proposed and recommend to the Board of Supervisors. The motion passed 5-0.
9. **Discussion and possible action on Authorizing Jefferson County to Enter into a Contract for Property Insurance with Chubb through M3 Insurance Brokers** – Wehmeier explained that the contract for property insurance was expiring at the end of the year, so Jefferson County worked with T.E. Brennan, our independent insurance consultant, to release Request for Proposals for property insurance coverage. There were three responses from Chubb, EMC, and MPIC. Wehmeier is recommending Chubb based on the additional coverage their policy provides, even though MPIC was the lowest bidder by approximately \$1,100. Motion by Jaeckel/Rinard to

recommend to the Board of Supervisors to award property insurance services to Chubb. The motion passed 5-0.

- 10. Discussion and possible action on Authorization to Accept the Lowest Qualified Bid with Jefferson Glass to Replace All Interior Glass in the County Jail** – Wehmeier explained that the glass partitions in the jail pods had begun to show cracking. Jefferson County issued a request for proposals to replace the glass. The County received one bid for \$63,700. This is approximately \$10,000 more than what was anticipated, mostly because of an increase in scope to include the showers. A resolution has been prepared recommending awarding the bid to Jefferson Glass. The resolution also transfers \$10,000 of funds budgeted for jail plumbing to the glass replacement project. Motion by Nelan/Kutz to approve the resolution awarding the bid for jail glass replacement to the Board of Supervisors. The motion passed 5-0.
- 11. Discussion and possible action on Entering into an Agreement with Rock River Coordinated Health Care Network, Inc. and adjusting the 2020 Budget to Reallocate Funds** – Wehmeier explained that Jefferson County currently has three healthcare providers providing primary health and dental care for uninsured and underinsured residents of Jefferson and Dodge Counties. These providers are the Community Dental Clinic of Fort Atkinson, the Rock River Free Clinic of Jefferson, and the Watertown Area Cares Clinic of Watertown. These three providers are in the process of consolidating their operations and transitioning into an integrated, community-based Federally Qualified Health Center (FQHC). If the transition is approved by each of the clinic Boards, this new healthcare organization will become one of 18 Wisconsin community health centers which provides care to medically underserved populations at more than 140 locations across the state. The current plan is for the clinics to consolidate into one business entity on January 1, 2020. Consolidation will allow the clinics to provide enhanced coordination of care while achieving operational economies of scale. Wehmeier has prepared a board resolution and is looking for Finance Committee support for this resolution and also approval to reallocate budgeted funds toward this new objective. Motion by Rinard/Nelan to approve the resolution for entering into an agreement with Rock River Coordinated Health Care Network, Inc., and reallocating the budgeted funds toward this new objective. The motion passed 5-0.
- 12. Discussion on Joint Development Agreement with Badger State Solar LLC** – Wehmeier updated the Committee on the terms of the agreement between Badger State Solar that set terms for zoning setbacks and revenue sharing with Jefferson County. No action taken.
- 13. Discussion and possible action on contingency transfer for Administration** – No action taken.
- 14. 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. No action taken.
- 15. 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 –
The Committee convened into closed session by roll call vote. The motion passed 5-0.

- 16. Reconvene in open session for action on closed session items if necessary –** Motion by Jaeckel/Rinard to reconvene into open session. The motion passed 5-0. Motion by Jones/Kutz to extend the agreement between Jefferson County and the College of Osteopathic Medicine according to the terms of that agreement, and also to allow the County Administrator to explore additional development opportunities for the County farmland. The motion passed 5-0.
- 17. Review of the financial statements and department update for October 2019-Finance Department –** No action taken.
- 18. Review of the financial statements and department update for October 2019-Treasurers Department –** No action taken.
- 19. Review of the financial statements and department update for October 2019-Child Support Department -** No action taken.
- 20. Discussion 2019 projections of budget vs. actual.** No action taken.
- 21. Update on contingency fund balance -** The current balance of 2019 general contingency funds before any action taken at the current meeting is \$65,975. The other contingency fund balance is \$279,175 and the vested benefits balance is \$290,000.
- 22. 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.
- 23. Set future meeting schedule, next meeting date, and possible agenda items –** The next meeting is scheduled for January 9, 2020 at 8:30 am. Future agenda items will include an update on the tax foreclosures, bond issue, proposals for Courthouse/Jail/Sheriff's Complex Architect and Engineering.
- 24. Review of Invoices -** After review of the invoices, a motion was made by Jaeckel/Jones to approve the payment of invoices totaling \$4,064,695.78. The motion passed 5-0.
- 25. Adjourn –** A motion was made by Jaeckel/Kutz to adjourn at 6:48 p.m. The motion passed 5-0.

Respectfully submitted,

Russell Kutz, Secretary
Finance Committee
Jefferson County
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