

**Jefferson County  
Finance Committee Minutes  
February 11, 2020**

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 5:00 p.m.
2. **Roll call (establish a quorum)** – Finance Committee members present were Richard Jones, Russell Kutz, Conor Nelan and Amy Rinard. George Jaeckel was excused. Other County Board members present were James Schroeder. Staff in attendance were County Administrator, Ben Wehmeier; Finance Director, Marc DeVries; Assistant Finance Director, Tammy Worzalla; Corporation Counsel Paralegal Sarana Stolar, Assistant Treasurer Kelly Stade, Health Department Director Gail Scott, Human Resources Director Terri Palm, and Assistant Corporation Counsel Yelena Zarwell. Members of the public present were Joe Murray from Ehlers Consulting.
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 January 9, 2020** - A motion was made by Rinard/Nelan to approve the minutes for January 9, 2020. The motion passed 4-0.
6. **Communications** – None.
7. **Public Comment** – None.
8. **Discussion and possible action on approval of out-of-state travel** – Health Department Director Scott explained that she is presenting two travel requests. The first is training for the Drug Free Communities program, and this request is fully funded by the grant that was recently awarded. Motion by Jones/Rinard to approve the out-of-state travel request. The motion passed 4-0. The second request involves training on emergency preparedness in relation to the upcoming Democratic National Committee taking place in Milwaukee in July. This training is fully paid for by the Center for Domestic Preparedness and there is no financial commitment or impact to Jefferson County. Motion by Rinard/Nelan to approve the out-of-state travel. The motion passed 4-0.
9. **Discussion and possible action on claims against Jefferson County** – County Administrator Wehmeier explained that there were two claims to present to the Committee. The first claim involves an equestrian accident at the Fair Park. Jefferson County’s liability insurance carrier, WMMIC, has reviewed the claim and recommends denying the claim. Motion by Nelan/Rinard to approve the resolution and recommend denial of the claim to the Board of Supervisors. The motion passed 4-0. The second claim relates to a slip and fall accident outside the Sheriff’s office. Motion by Kutz/Nelan to approve the resolution and recommend denial of the claim to the Board of Supervisors. The motion passed 4-0.

- 10. Discussion and possible action ratifying the 2020-2022 collective bargaining agreement with the Jefferson County Law Enforcement Officers Association, Local 102** –Wehmeier explained that representatives of the County met on four occasions with union representatives and members and that the meetings resulted in a favorable outcome for both parties. Wehmeier explained some of the changes to the contract including a raises of 2.3/2.3/2.4 percent from 2020-2022 and the resulting costs associated with these raises. For the immediate fiscal year 2020 the cost of this contract is \$53,307 greater than what was budgeted in the Sheriff's department. These additional costs are proposed to be covered by a contingency transfer. Additional contingency had been planned into the 2020 budget for this purpose. Motion by Nelan/Rinard to approve the ratification of the contract with the Jefferson County Law Enforcement Officers Association, Local 102. The motion passed 4-0.
- 11. Discussion and possible action on accepting bid for sale of \$7,600,000 General Obligation Capital Project Bonds Series 2020A** –Joe Murray from Ehlers Consulting explained that the outcome of the bid process was very favorable to Jefferson County. Ehlers is recommending to award the bid for the sale of \$7.6 million in general obligation capital project bonds to The Baker Group from Oklahoma City, Oklahoma. The true interest rate of the bond is 1.97%. The historically low rate is due to recent depression in the market caused by the coronavirus. As a result, the interest cost of the winning bid was over \$1 million lower than originally projected. Due to a large premium the 2020 interest due on the bond would be covered by the premium along with a portion of the 2021 debt service payment. Discussion ensued regarding the bond rating that was confirmed by Moody's of Aa2. Improvements necessary for a rating increase were primarily external and focused on population and income growth within the County. Motion by Rinard/Nelan to accept the bid and forward the resolution to accept the bid from The Baker Group for the sale of \$7.6 million of general obligation capital project bonds. The motion passed 4-0.
- 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 Paralegal Stolar updated the Committee on the status of foreclosed properties. At the last Finance Committee meeting Bruce Knipfer was granted a 60-day extension for foreclosure. Administration is working with Veterans Services on a solution to assist Mr. Knipfer. This process is ongoing with the state Veteran's Administration office. Stolar will direct Mr. Knipfer to attend the next Finance Committee meeting on March 10, 2020 at 5:00 p.m. to update the committee on his status. Stolar reported that the foreclosure proceedings had commenced and will update the Committee on the properties that Jefferson County took possession of at the next meeting. No action was taken.
- 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** – The Committee voted by roll call to convene into closed session. The motion passed 4-0.

14. **Reconvene in open session for action on closed session items if necessary** – Motion by Rinard/Nelan to reconvene into open session. The motion passed 4-0.
15. **Review of the financial statements and department update for December 2019-Finance Department** – No action taken.
16. **Review of the financial statements and department update for December 2019-Treasurers Department** – No action taken.
17. **Review of the financial statements and department update for December 2019-Child Support Department** - No action taken.
18. **Discussion 2020 projections of budget vs. actual.** No action taken.
19. **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.
20. **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.
21. **Set future meeting schedule, next meeting date, and possible agenda items** – The next meeting is scheduled for March 10, 2020 at 5:00 pm. Future agenda items will include 2021 budget, year-end results and budget carryforwards.
22. **Review of Invoices** - After review of the invoices, a motion was made by Kutz/Rinard to approve the payment of invoices totaling \$4,057,434.39. The motion passed 4-0.
23. **Adjourn** – A motion was made by Nelan/Rinard to adjourn at 7:48 p.m. The motion passed 4-0.

Respectfully submitted,

Russell Kutz, Secretary  
Finance Committee  
Jefferson County  
/mad