

**Jefferson County  
Finance Committee Minutes  
October 7, 2021**

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

1. **Call to order** – Finance Committee Chair 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, Russell Kutz, Conor Nelan and Amy Rinard. Other supervisors in attendance were Anita Martin. Staff in attendance were County Administrator, Ben Wehmeier; Finance Director, Marc DeVries; Assistant Finance Director, Tammy Worzalla; Financial Systems Specialist, Cindy Diestelmann; Assistant Corporation Counsel, Yelena Zarwell; Assistant Corporation Counsel, Whitney DeVoe; and Corporation Counsel, Blair Ward. Members of the public present were David Hall of Fort Atkinson.
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 September 2, 2021, September 13, 2021, September 15, 2021, September 16, 2021, September 17, 2021, and Joint Executive and Finance Committee meeting on September 2, 2021** - A motion was made by Jaeckel/Kutz to approve the minutes for September 2, 2021, September 13, 2021, September 15, 2021, September 16, 2021, September 17, 2021, and Joint Executive and Finance Committee meeting on September 2, 2021. The motion passed 5-0.
6. **Communications** – None.
7. **Public Comment** – None.
8. **Discussion and possible action on Series 2021A bond issue** – County Administrator Wehmeier updated the Committee on the status of the pending bond sale occurring October 12, 2021. No action was taken.
9. **Discussion and possible action on contingency transfer for legal invoices related to the LNG storage facility** – Wehmeier explained that the County received the final invoices from legal counsel related to its work on the LNG storage facility. \$30,000 is being requested from contingency to cover these costs. Motion by Jaeckel/Rinard to authorize a contingency transfer in the amount of \$30,000 to the Zoning Department. The motion passed 5-0.
10. **Discussion and possible action on contingency transfer for housing initiative match** – Wehmeier explained that Jefferson County has an opportunity to participate in a housing initiative being provided by WEDC, and that the estimated match (assuming all invited parties participate) is \$17,500. Funds are currently reserved in contingency for strategic plan initiatives. Wehmeier is

asking for a contingency transfer to provide the requested match. Motion by Jones/Rinard to authorize the transfer of \$17,500 from contingency. The motion passed 5-0.

- 11. 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 –** Motion by Jones/Rinard convene into closed session. The motion passed by roll call vote 5-0.
- 12. Reconvene in open session for action on closed session items if necessary –** Motion by Jones/Jaeckel reconvene into open session. The motion passed 5-0. Motion by Jaeckel/Jones to direct Corporation Counsel to negotiate rent of \$393 per month with David Hall effective October 8, 2021, with the entire amount of delinquent property tax and associated interest and penalties paid in full by December 31, 2022. The \$250 that was received from Mr. Hall on October 6, 2021 shall be applied to this rent amount. An agreement shall be drafted and signed within 5 days of the next Finance Committee meeting. The motion passed 4-0, with Supervisor Nelan abstaining. Motion by Jones/Jaeckel to deny the claim of Lisa Legge as recommended by Jefferson County's insurance carrier, WMMIC, and forward the resolution to the Board of Supervisors. The motion passed 5-0.
- 13. Discussion and possible action on 2021 projections of budget vs. actual revenues and expenditures –** No action was taken.
- 14. Review of the financial statements and department update for August 2021 - Finance Department –** No action was taken.
- 15. Review of the financial statements and department update for August 2021 - Treasurers Department –** No action was taken.
- 16. Review of the financial statements and department update for August 2021 - Child Support Department -** No action was taken.
- 17. Update on contingency fund balance –** Before any action taken at this meeting, the balance of the 2021 contingency funds is \$265,448. The other contingency line, after adjustments for carryforwards is \$3,481,960, and the vested benefits balance is \$300,000.
- 18. 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.
- 19. Set future meeting schedule, next meeting date, and possible agenda items –** The next meeting is scheduled for November 4, 2021 at 8:30 a.m. Agenda items include an update from Corporation Counsel on property tax foreclosures, and potential budget adjustments.

**20. Review of Invoices** - After review of the invoices, a motion was made by Jaeckel/Nelan to approve the payment of invoices totaling \$3,398,466.55. The motion passed 5-0.

**21. Adjourn** – A motion was made by Jaeckel/Nelan to adjourn at 9:51 a.m. The motion passed 5-0.

Respectfully submitted,

Russell Kutz, Secretary  
Finance Committee  
Jefferson County  
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