

**Jefferson County  
Finance Committee Minutes  
April 7, 2022**

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, Amy Rinard, George Jaeckel, Russell Kutz, and Conor Nelan. There were no other supervisors in attendance. Staff in attendance were County Administrator, Ben Wehmeier; Finance Director, Marc DeVries; Assistant Finance Director, Tammy Worzalla; Financial Systems Specialist, Cindy Diestelmann; Corporation Counsel, Blair Ward; and Paralegal, Sarana Stolar; and Administrative Services Division Manager, Brian Bellford. Members of the public present were Shelly Jolliefe, Mitchell Olson from Bug Tussel, LLC, and Mark Dodge from Bug Tussel, LLC.
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 March 3, 2022** - A motion was made by Rinard/Jaeckel to approve the minutes for March 3, 2022. The motion passed 5-0.
6. **Communications** – Corporation Counsel provided a draft of Senate Bill 829. County Administrator Wehmeier provided a handout on Casa de la Esperanza.
7. **Public Comment** – None.
8. **Discussion and possible action on update from Emergency Management on Flood Mitigation Program** – No action taken.
9. **Discussion on 2022A bond issue for Courthouse, Sheriff’s Department, and Jail Improvements** - Wehmeier discussed the potential timing of future bond issues. Right now we are considering an issue which may include the remainder of the project budget for September. No action was taken.
10. **Discussion and possible action on initial resolution approving revenue bond financing for Bug Tussel Wireless, LLC** – Motion by Rinard/Jaeckel to approve the resolution and send to the May meeting of the County Board of Supervisors. The motion passed 5-0.
11. **Discussion on final resolution regarding unconditional county guaranty of its pro rata share, intergovernmental agreement and taxable revenue bond financing for Bug Tussel 1, LLC project** – No action taken.
12. **Discussion and possible action on property at 302 S Center Ave, City of Jefferson** – Wehmeier informed the Committee that the County is seeking bids for demolition of the building at this

property, and that the space could be used to house temporary offices during the courthouse renovation project. No action was taken.

- 13. Discussion and possible action on American Rescue Plan Act Funding** – Wehmeier explained that there is an opportunity to enhance the Drivers License Restoration program which could help with case backlogs. The cost of the enhancement would be \$20,000 for the first year. Wehmeier further explained that Jefferson County’s participation in HUD’s Homebuyer Program was expiring, and due to this, we have engaged with area non-profit organizations to continue the program. One potential provider is La Casa de Esperanza in Waukesha. The cost to continue this program would be \$50,000 for the first year. Finally, there have been ongoing discussions with one of Jefferson County’s strongest community partners, the Greater Watertown Health Foundation, about participation in a community hub that would house several nonprofit organizations. Jefferson County has been asked to contribute funding towards this hub in the amount of \$200,000. Motion by Rinard/Kutz to commit to one year of funding from ARPA proceeds for each program, with the County Administrator to report back to the Committee on the effectiveness of these programs after one year. The motion passed 5-0.
- 14. Discussion and possible action on determining the 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 new Senate Bill 829 that was recently signed into law. The Bill requires any taxing jurisdiction that takes possession of a property through the tax foreclosure process to repay the property owner any proceeds collected in excess of the outstanding balance, less any special assessments and costs to sell the property. The property owner no longer needs to request the funds. Since most properties are sold at or below the outstanding tax amount, this legislation is not expected to have a material effect on Jefferson County. Discussion ensued regarding Jefferson County’s Tax Foreclosure Policy. Motion by Jaeckel/Kutz to amend the policy for tenants that are already paying rent when a property is foreclosed on, to adjust the rent amount to be the higher of the amount that the tenant is currently paying or 4% of assessed value. The motion passed 5-0.
- 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 voted by roll call to convene into closed session. The motion passed 5-0.
- 16. Reconvene in open session for action on closed session items if necessary** – Motion by Jones/Jaekel to reconvene to open session. The motion passed 5-0. Motion by Jones/Jaekel to authorize the County Administrator to negotiate an option to purchase property adjacent to the current Highway Facility. The motion passed 5-0. Motion by Jaeckel/Rinard to extend the offer to Shelly Joliffe to pay delinquent taxes through 2019 until May 11, 2022. The motion passed 5-0.

- 17. Update on contingency fund balance** – Before any action taken during the meeting, the balance of the 2022 general contingency is \$454,869, the balance of other contingency is \$4,190,000 and the vested benefit 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 May 12, 2022 at 8:30 a.m. Agenda items include ARPA update/revised ARPA guidance, review of Jefferson County’s Foreclosure Policy for new Finance Committee members, and update on Flood Mitigation project.
- 20. Review of Invoices** - After review of the invoices, a motion was made by Jaeckel/Rinard to approve the payment of invoices totaling \$3,788,484.97. The motion passed 5-0.
- 21. Adjourn** – A motion was made by Nelan/Jaeckel to adjourn at 10:25 p.m. The motion passed 5-0.

Respectfully submitted,

Russell Kutz, Secretary  
Finance Committee  
Jefferson County  
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