

**Jefferson County
Finance Committee Minutes
November 9, 2022**

Committee members:	Jones, Richard (Chair)	Kutz, Russell
	Christensen, Walt	Drayna, David
	Jaeckel, George (Vice Chair)	

1. **Call to order** – Supervisor Jones called the meeting to order at 10:00 a.m.
2. **Roll call (establish a quorum)** – Finance Committee members present were Richard Jones, David Drayna, George Jaeckel, Russell Kutz, and Walt Christensen. There were no other supervisors in attendance. Staff in attendance were County Administrator, Ben Wehmeier; Finance Director, Marc DeVries; Assistant Finance Director, Tammy Worzalla; Budget Analyst, Morgan Endl; Corporation Counsel, Blair Ward; Paralegal, Sarana Stolar; Human Resources Director, Terri Palm; Benefits Administrator, Jessica Tucker; and Human Services Admin Division Director Brian Bellford. 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 minutes for Finance Committee for September 7, 2022, September 12, 2022, September 14, 2022, September 15, 2022, and October 6, 2022** – Motion by Jaeckel/Drayna to approve the minutes for September 7, 2022, September 12, 2022, September 14, 2022, September 15, 2022 and October 6, 2022. The motion passed 5-0.
6. **Communications** – None.
7. **Public Comment** – None.
8. **Discussion and possible action on Supervisor amendments to the 2023 budget** – County Administrator Wehmeier introduced the only Supervisor amendment received. Supervisor Smith requests that the County pay one-half of the surcharge for the retiree’s health insurance premium. The estimated amount of the payments would be \$70,000. Supervisor Smith is proposing to fund this expenditure with an across-the-board budget cut for all departments. Motion by Jaeckel/Drayna to deny the budget amendment and recommend denial to the County Board of Supervisors. The motion passed 5-0. Motion by Christensen/Jaekel to further resolve that the Finance Committee cannot support the recommendation of an across-the-board budget cut. The motion passed 5-0.
9. **Discussion and possible action on amending the 2023 budget for various departments** – Since the Finance Committee budget hearings, Jefferson County has received new information that affects the 2023 budget. A resolution has been drafted that summarizes budget amendments from four departments: 1) an amendment from Land & Water Conservation that increases revenue and expense and decreases carryover for an increase in funding for the purchase of a conservation easement; 2) an amendment from the Register of Deeds office to decrease carryover funds and

increase expense to move files that are currently stored locally to a cloud-based solution; 3) an amendment from the Human Services department to reclassify expenses for the purchase of playground equipment and combine 2 part-time positions into one full-time position (no budgeted amounts affected); and 4) an amendment from the Alcohol/Drug Treatment Court to increase revenue and expense for enhancements to the program. Motion by Christensen/Kutz to approve the budget amendments and forward the resolution to the Board of Supervisors. The motion passed 5-0.

- 10. Discussion and possible action on amending the Jefferson County Real Estate Tax Foreclosure Policy** – Corporation Counsel Ward introduced the proposed changes to the Jefferson County Real Estate Tax Foreclosure Policy. Motion by Jaeckel/Drayna to amend the Jefferson County Real Estate Tax Foreclosure policy. The motion passed 5-0.
- 11. Discussion and possible action on Courthouse/Sheriff/Jail improvement project** – Wehmeier updated the Committee on the status of the Courthouse/Sheriff/Jail project. No action was taken.
- 12. Discussion and possible action on update on American Rescue Plan Act funding** – DeVries discussed the status of the ARPA funding. No action was taken.
- 13. Discussion and possible action on claims against Jefferson County** – No action was taken.
- 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** – Paralegal Sarana Stolar reviewed the list of outstanding foreclosed properties with the Committee. Stolar informed the Committee that the Joliffe's have identified a party that is willing to purchase their property from the County and sell it back to the Joliffe's. The purchase price will satisfy the Joliffe's obligations to the County. Motion by Jones/Kutz to accept the offer from the Joliffe's. 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/Jaeckel to reconvene to open session. The motion passed 5-0. Motion by Jones/Jaeckel to allow the County Administrator to settle the claim with Bertram for lightning damage to their equipment because of a faulty ground for up to \$50,000. Jefferson County is seeking reimbursement from a contractor to assist with this settlement. The motion passed 5-0.
- 17. Discussion and possible action on 2022 projections of budget vs actual revenues and expenditures** – DeVries updated the Committee on the operating results to date. No action taken.

- 18. Review of financial statements and department update for September 2022 – Finance Department** – No action taken.
- 19. Review of financial statements and department update for September 2022** – Treasurer’s Office – No action taken.
- 20. Review of financial statements and department update for September 2022** – Child Support – No action taken.
- 21. Update on contingency fund balance** – Before any action taken during the meeting, the balance of the 2022 general contingency is \$449,227, the balance of other contingency is \$4,190,000 and the vested benefit balance is \$300,000.
- 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 December 7, 2022 at 8:30 a.m.
- 24. Review of Invoices** - After review of the invoices, a motion was made by Jaeckel/Drayna to approve the payment of invoices totaling \$3,562,766.92. The motion passed 5-0.
- 25. Adjourn** – A motion was made by Jaeckel/Drayna to adjourn at 11:56 a.m. The motion passed 5-0.

Respectfully submitted,

Marc DeVries, Finance Director
Jefferson County