

**Jefferson County
Finance Committee Minutes
December 7, 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 8:30 a.m.
2. **Roll call (establish a quorum)** – Finance Committee members present were Richard Jones, David Drayna, George Jaeckel, Russell Kutz, and Walt Christensen. Other supervisors in attendance were Anita Martin. 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; Economic Development Director, Deb Reinbold; and Land and Water Conservation Director Patricia Cicero. Members of the public present were Kevin Masarik of UW Extension and Peter Magnoni, President of the Jefferson County Farm Drainage Board.
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 November 9, 2022** – Motion by Jaeckel/Drayna to approve the minutes for November 9, 2022. The motion passed 5-0.
6. **Communications** – None.
7. **Public Comment** – None.
8. **Discussion and possible action on request for funding from the Farm Drainage Board** – Finance Director DeVries explained that Peter Magnoni, President of the Jefferson County Farm Drainage Board, had visited him and requested that the County loan the Farm Drainage Board funds to cover expenses relating to the removal of beaver dams from drains that did not have sufficient assessments left to cover the expense. Mr. Magnoni explained that there have been significantly more beaver dams this year than in previous years. Discussion ensued regarding the general fund allocation of \$10,000 and whether the County could use those funds to pay for the unforeseen expenses without reimbursement. Motion by Jones/Jaekel to pay the costs related to removal of beaver dams from the General Fund allocation without seeking reimbursement from the Farm Drainage Board. The motion passed 5-0.
9. **Discussion and possible action on acceptance of proposal from the University of Wisconsin – Stevens Point for Well Water Quality Inventory** – Land and Water Conservation Department Director Patricia Cicero explained that a well water quality inventory had never been conducted in Jefferson County. Such a study would establish a benchmark for measuring whether the water quality in Jefferson County was improving or deteriorating. Cicero introduced Kevin Masarik, who further explained the study in detail and the contaminants that are tested for. The Joint Executive

and Finance Committees has previously approved \$200,000 in ARPA funding for improving water quality. The cost of this study is \$149,276.80. Motion by Christensen/Drayna to accept the proposal from UW Extension for well study services, with funding to come from the American Rescue Plan Act in an amount not to exceed \$149,276.80. The motion passed 5-0.

- 10. Discussion and possible action on proposed legislative changes to the Utility Aid formula during the 2023-24 legislative session** – Supervisor Martin explained that she was the liaison for the Wisconsin County Utility Tax Association, a group that lobbies for utility tax on behalf of Wisconsin counties and that this group was seeking guidance for legislative changes to the Utility Tax formula. Three options were presented. Wehmeier explained that due to the recent election and committee re-assignments at the state level, many options for funding local governments were currently being considered. Motion by Jaeckel/Christensen to support Plan A - Ensure Continued Increases in Utility Aid and Monitor Budget to Defend Current Funding, since it was the safest and most fiscally conservative option. The motion passed 5-0.
- 11. Discussion and possible action on awarding bid for audio/visual products and services for the Courthouse/Sheriff/Jail improvement project** – Wehmeier presented the results of the bid process for audio/visual equipment and installation for the Courthouse/Sheriff/Jail improvement project. There were two bids received, both coming in significantly higher than anticipated. Wehmeier recommends entering into a contract with AVI-SLP in the amount of \$2,376,062.59 plus an additional \$50,000 for contingency items. The original budgeted amount was \$1,000,000. Wehmeier presented funding alternatives for the costs that exceeded the budgeted amount, as follows: \$100,000 from new ARPA funding related to payment in lieu of taxes, \$275,000 of ARPA funding left from the amount budgeted for match for Highways E/F, \$217,000 of bond guarantee fees from Bug Tussel that was previously unassigned, \$400,000 of interest earnings from the investment of bond proceeds, with the remainder of \$435,062 to be funded through a combination of project contingency funds and carryover from the 2022 financial results (split to be determined after year-end close). Motion by Jones/Christensen to accept the bid from AVI-SLP in the amount of \$2,426,062. The motion passed 5-0.
- 12. Discussion and possible action on Courthouse/Sheriff/Jail improvement project** – Wehmeier updated the Committee on the progress of the project. No action was taken.
- 13. Discussion and possible action on update on American Rescue Plan Act funding** – DeVries discussed the status of the ARPA funding. Motion by Drayna/Jaeckel to reallocate \$275,000 of funding from matching funds for rehabilitating Highway E/F to the Courthouse/Sheriff/Jail project for audio/visual equipment. The motion passed 5-0.
- 14. Discussion and possible action on claims against Jefferson County** – No action was taken.
- 15. 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. No action was taken.
- 16. 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.

- 17. 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.
- 18. 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.
- 19. Review of financial statements and department update for October 2022 – Finance Department –**
No action taken.
- 20. Review of financial statements and department update for October 2022 – Treasurer’s Office –**
No action taken.
- 21. Review of financial statements and department update for October 2022 – Child Support –** No action taken.
- 22. 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.
- 23. 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.
- 24. Set future meeting schedule, next meeting date, and possible agenda items –** The next meeting is scheduled for January 4, 2023 at 8:30 a.m.
- 25. Review of Invoices -** After review of the invoices, a motion was made by Jaeckel/Kutz to approve the payment of invoices totaling \$4,335,959.19. The motion passed 5-0.
- 26. Adjourn –** A motion was made by Jaeckel/Kutz to adjourn at 11:16 a.m. The motion passed 5-0.

Respectfully submitted,

Marc DeVries, Finance Director
Jefferson County