

**Jefferson County
Finance Committee Minutes
September 13, 2023**

Committee members: Jones, Richard (Chair) Kutz, Russell
Christensen, Walt Drayna, David
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, Walt Christensen and David Drayna. Other board members present were Anita Martin (joined at 10:08). Staff in attendance were County Administrator, Ben Wehmeier; Assistant to the County Administrator, Michael Luckey; Finance Director, Marc DeVries; Assistant Finance Director, Tammy Worzalla; Budget Analyst I, Morgan Toutant; and Corporation Counsel, Danielle Thompson. 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. **Communications** – none.
6. **Public comment** – none.
7. **Department 2024 Budget Hearings** – The Finance Committee considered the recommended budgets for each department listed below and motions were made to tentatively accept the recommended budget figures for each department, unless otherwise noted. *[The format for each department lists (i) budget presenters in addition to Ben Wehmeier, (ii) any other information specific to the department budget, (iii) who moved/seconded to tentatively accept the recommended budget figure, unless otherwise noted, along with the amount, and (iv) the voting record]*
 - a. **County Clerk**
 - i. Audrey McGraw
 - ii. No additional motion/information
 - iii. Motion by Jones/Christensen to approve the recommended budget of \$438,109 (estimated levy amount \$277,016)
 - iv. Motion passed 5-0.
 - b. **Management Information Systems**
 - i. John Rageth
 - ii. No additional motion/information
 - iii. Motion by Kutz/Drayna to approve the recommended budget of \$2,205,128 (estimated levy amount \$0)
 - iv. Motion passed 5-0.
 - c. **District Attorney**
 - i. Leigh Scherer
 - ii. No additional motion/information

- iii. Motion by Drayna/Jaeckel to approve the recommended budget of \$1,030,147 (estimated levy amount \$830,562)
 - iv. Motion passed 5-0.
- d. Planning and Development**
 - i. Matt Zangl
 - ii. No additional motion/information
 - iii. Motion by Christensen/Kutz to approve the recommended budget of \$1,082,098 for the Zoning Division (estimated levy amount \$400,818) and motion by Christensen/Drayna to approve the recommended budget of \$1,013,512 for the LIO Division (estimated levy amount \$531,294)
 - iv. Motion passed 5-0.
- e. Human Resources**
 - i. Terri Palm
 - ii. No additional motion/information
 - iii. Motion by Jaeckel/Christensen to approve the recommended budget of \$753,390 (estimated levy amount \$632,429)
 - iv. Motion passed 5-0.
- f. Administration**
 - i. Ben Wehmeier
 - ii. No additional motion/information
 - iii. Motion by Jones/Jaeckel to approve the recommended budget of \$1,992,917 (estimated levy amount \$655,440)
 - iv. Motion passed 5-0
- g. Emergency Management**
 - i. Donna Haugom
 - ii. No additional motion/information
 - iii. Motion by Drayna/Kutz to approve the recommended budget of \$251,895 (estimated levy amount \$171,068)
 - iv. Motion passed 5-0.
- h. Health Department**
 - i. Elizabeth Chilsen and Michele Schmidt
 - ii. No additional motion/information
 - iii. Motion by Christensen/Jaeckel to approve the recommended budget of \$2,023,394 (estimated levy amount \$938,368)
 - iv. Motion passed 5-0.
- i. Parks**
 - i. Kevin Weismann, Rolland Klement and Mary Truman
 - ii. No additional motion/information
 - iii. Motion by Jaeckel/Christensen to approve the recommended budget of \$2,610,443 (estimated levy amount \$1,038,305)
 - iv. Motion passed 5-0.
- j. Highway Department**
 - i. Bill Kern
 - ii. No additional motion/information
 - iii. Motion by Jones/Jaeckel to approve the recommended budget of \$12,447,176 (estimated levy amount \$6,313,077)
 - iv. Motion passed 5-0.
- k. Medical Examiner**

- i. Nichol Tesch
- ii. No additional motion/information
- iii. Motion by Jones/Kutz to approve the recommended budget of \$397,209 (estimated levy amount \$283,784)
- iv. Motion passed 5-0.

8. Set future meeting schedule, next meeting date, and possible agenda items – The next Finance Committee meeting is scheduled for Thursday, September 14th at 8:30 a.m.

9. Adjourn – A motion was made at 11:13 to recess until Thursday, September 16th by Jones/Drayna. The motion passed 5-0.

Respectfully submitted,

Marc DeVries, Finance Director
Jefferson County