

9. Discussion and possible action on amending the Purchasing Ordinance – Corporation Counsel Thompson reviewed the proposed changes to the Purchasing Ordinance. Most of the changes are designed to clarify the language of the previous Ordinance based on frequent questions from departments. Motion by Drayna/Kutz to approve the changes to the Purchasing Ordinance and forward to the County Board of Supervisors. The motion passed 4-0.

10. Discussion and Possible Action on accepting a grant from the Wisconsin Department of Health Services for ADRC Marketing, Rebranding, and Outreach – Administrative Service Director Belford explained that the County has been offered \$10,000 for rebranding the Aging and Disability Resource Center. Motion by Kutz/Christensen to accept the grant, amend the 2025 budget and forward the resolution to the County Board of Supervisors. The motion passed 4-0.

11. Discussion and possible action transferring private donations to the Jefferson County Parks Endowment Fund – Parks Director Wiesmann explained that the Parks department has received some generous gifts from donors and is considering how to manage the donations. The Parks Committee has met to discuss and has determined that they would like to keep the donations intact by setting up an Endowment fund and draw investment income from the Endowment fund to use for Parks projects. Wiesmann has researched various groups that could manage these funds and has determined that the Natural Resources Foundation of Wisconsin is the best fit for the County's vision of the Endowment fund. Motion by Christensen/Drayna to approve the transfer of various Parks donations to the Jefferson County Parks Endowment Fund to be managed by the Natural Resources Foundation of Wisconsin and forward the resolution to the County Board of Supervisors. The motion passed 4-0.

12. Discussion and possible action regarding the Tax Foreclosure Policy – Thompson explained that the policy was revised to include recent changes in legislation regarding tax foreclosures. Motion by Jaeckel/Drayna to approve the changes to the policy and forward the resolution to the County Board of Supervisors. The motion passed 4-0.

13. Discussion and possible action on entering into an agreement with Government Finance Officers Association (GFOA) for reserve study – DeVries explained that he would like to revise the current Fund Balance Policy to define a reserve level that better reflects the specific risks facing Jefferson County, the probability that those risks could occur individually and concurrently, and our current insurance coverages. This approach would provide a greater level of transparency to our taxpayers when explaining to them why we keep their money in reserve. The GFOA has also established relationships with bond rating agencies and could advocate for the County should a recommended reduction in fund balance come as a result of this study. This service is proposed to be sole sourced due to the specialized nature of the work and the resources and relationships with insurance providers and bond rating agencies that GFOA brings. The Committee discussed and recommended to include the amount in the budget adjustment discussed in Item #8 but wait to bring to the Board until the County receives a formal proposal from GFOA. No action was taken.

14. Discussion and possible action on contract with Board of Regents of the University of Wisconsin System – UW Extension Director Wen explained the contract to the Committee. Motion by Christensen/Jaekel to approve the agreement with the Board of Regents. The motion passed 4-0.

15. Discussion and possible action on cost sharing agreement with the City of Jefferson – Wehmeier explained that as a part of the agreement with Kikkoman and the City of Jefferson, additional sewer capacity was necessary to support the activity of Kikkoman and other potential projects in the area formerly known as the County Farmland. Included in the agreement was a lift station that could provide this capacity. The cost of the lift station was to be split between the City and Jefferson County, with most of the cost being paid for by tax increment from the Tax Increment District (TID). The current projected cost to Jefferson County is approximately \$650,000 (principal and interest) but the actual cost will depend on the value of the development within the TID. The City has issued bonds for this project and principal and interest costs will begin coming due annually beginning in 2030 and concluding in 2044. Motion by Drayna/Jaeckel to approve the cost sharing agreement with the City of Jefferson and forward the resolution to the County Board of Supervisors. The motion passed 4-0.

16. Discussion and possible action on sale of Tyson property – Wehmeier explained that the County hired an appraiser to assess the value of the Tyson property. Due to its location in the floodplain and anticipated demolition costs of the existing structures, the appraised value came back at \$1. The City is interested in purchasing the parcel as is. Motion by Drayna/Jaeckel to approve the sale of the Tyson property to the City of Jefferson for \$1 and forward the resolution to the County Board of Supervisors. The motion passed 4-0.

17. Discussion and possible action on agreement with Virtus Development for development of old County Highway Building site – Wehmeier explained that the County has sought a quote for the total remediation of the site, and that the outcome will become a part of the broader negotiations for this project. At this time, since the impact is still unknown, no action is required.

18. Discussion and Possible Action on Status of Courthouse/Sheriff/Jail Improvement Project and 2021A and 2022A Bond Funds – Wehmeier and DeVries updated the Committee on the financial status of the Courthouse/Sheriff/Jail improvement project. No action was taken.

19. Discussion and Possible Action on Update on American Rescue Plan Act Funding – Wehmeier and DeVries provided an update on the status of ARPA funds and remaining project allocations. No action was taken.

20. 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 Danielle Thompson presented updates on foreclosed properties. Nicholas Troiola petitioned the Committee to purchase a parcel of foreclosed property that abuts to his property for the amount of outstanding tax and interest. Motion by Christensen/Drayna to sell the property to Nicholas Troiola for the amount of outstanding tax and interest. The motion passed 4-0.

21. 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 did not convene in closed session.

22. Reconvene in Open Session – The Committee did not convene in closed session.

23. Review of Financial Statements and Department Update for October 2024 - Finance Department - The Committee reviewed the Finance Department's financial statements for October 2024. No action was taken.

24. Review of Financial Statements and Department Update for October 2024 - Treasurer's Office - The Committee reviewed the Treasurer's Office financial statements for October 2024. No action was taken.

25. Review of Financial Statements and Department Update for October 2024 - Child Support
The Committee reviewed the Child Support financial statements for October 2024. No action was taken.

26. Update on Contingency Fund Balance – DeVries reported the current balance of contingency funds as \$429,999.38 for the general contingency, \$653,650 for other contingency funds, and \$300,000 for vested benefits. No action was taken.

27. Discussion of Funding for Projects Related to the New Highway Facilities and Sale of Old Highway Facilities - No action was taken.

28. Set Future Meeting Schedule, Next Meeting Date, and Possible Agenda Items - The next scheduled meeting is set for January 7, 2025, at 8:30 a.m.

29. Review of Invoices - Motion by Jaeckel/Christensen to approve invoices totaling \$5,530,778.86. The motion passed 4-0.

30. Adjourn - Motion by Drayna/Jaeckel to adjourn at 11:05 a.m. The motion passed 4-0.

Respectfully submitted,

Marc DeVries, Finance Director
Jefferson County