

**Jefferson County
Finance Committee Minutes
July 7, 2025**

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

1. Call to order – Finance Committee Vice Chair George Jaeckel called the meeting to order at 8:32 a.m.

2. Roll call (establish a quorum) – Finance Committee members present were George Jaeckel, Walt Christensen, David Drayna, and Karl Zarling. Richard Jones was excused. Other board members in attendance were Phil Ristow. Staff in attendance included County Administrator Michael Luckey, Corporation Counsel Danielle Thompson, Finance Director Marc DeVries; Budget Analyst, Morgan Toutant; County Treasurer, Kelly Stade; Human Resources Director, Terri Palm; Land and Water Conservation Department Director, Patricia Cicero; Planning and Zoning Director, Matt Zangl; and Paralegal, Sarana Stolar. There were no members of the public present.

3. Certification of compliance with the Open Meetings Law – County Administrator Luckey certified compliance with the Open Meetings Law.

4. Approval of the agenda – Agenda was approved as presented.

5. Approval of minutes for Finance Committee for June 10, 2025 - Motion by Christensen/Zarling to approve the minutes from the Finance Committee meeting held on June 10, 2025. The motion passed 4-0.

6. Communications – A communication from WCA regarding the impact of the recently passed State budget on Wisconsin Counties was distributed to the Committee.

7. Public comment - None.

8. Discussion and possible action on Joint Development Agreement for Whitewater Solar project – County Administrator Luckey explained that the County was negotiating terms with Whitewater Solar LLC and briefly summarized the terms. Luckey is soliciting feedback from the Committee on additional terms or edits to the contract language proposed by Whitewater Solar. Supervisor Christensen suggested a provision for shielded lighting of the facility. The Committee is satisfied with the financial terms as presented. There was no action taken.

9. Discussion and possible action on Jefferson County's participation in opioid settlements, including the Sandoz Subdivision Settlement – Luckey explained that the Sandoz settlement was the first of several smaller settlements expected to commence during the summer and close throughout the year. Due to the short response periods for participation in these settlements, Luckey is requesting the authority to execute the settlements on behalf of the Board of Supervisors so that special meetings are not needed for those agreements that require action

between regularly scheduled board meetings. Motion by Zarling/Drayna to approve the resolution and forward to the County Board of Supervisors. The motion passed 4-0.

10. Discussion and possible action on eliminating the Assistant County Administrator position and creating a Communications and Marketing Coordinator position in the Administration department – Luckey petitioned the Committee to restructure the Assistant County Administrator position into a Communications and Marketing Coordinator. The funding for the Assistant County Administrator position is already budgeted and the grading for the Communications and Marketing Coordinator position is less than the Assistant County Administrator position, which would cost the County less if the position were filled. Motion by Zarling/Jaeckel to approve the resolution and forward to the County Board of Supervisors. The motion passed 4-0.

11. 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 – Treasurer Stade updated the Committee on the status of tax delinquent collections. No action was taken.

12. Consider a motion to convene in closed session for the following:

- a. To confer with legal counsel concerning the strategy to be adopted by Jefferson County with respect to litigation in which it is or is likely to be pursuant to Wis. Stat. §19.85(1)(g). The purpose of closed session will be discussion and possible action on a settlement demand regarding an alleged employment claim.
- b. To deliberate or negotiate the purchase of public properties or conducting other specified public business, whenever competitive or bargaining reasons require a closed session pursuant to Wis. Stat. §19.85(1)(e). The purpose of closed session will be discussion and possible action regarding the sale of County-owned farmland.

Motion by Jaeckel/Christensen to convene into closed session. Roll call vote, motion passed 4-0.

13. Reconvene in open session – Motion by Jaeckel/Drayna to reconvene into open session. The motion passed 4-0.

14. Discussion and possible action on 2025 projections of budget vs. actual revenues and expenditures – No action was taken.

15. Review of the financial statements and department update for May 2025-Finance Department – No action taken.

16. Review of the financial statements and department update for May 2025-Treasurer's Office - No action taken.

17. Review of the financial statements and department update for May 2025-Child Support - No action taken.

18. Update on contingency fund balance – DeVries reported the current balances of 2025 contingency funds are \$500,000 for general contingency, \$532,250 for Other Contingency and \$300,000 for vested benefits. No action was taken.

19. Discussion of funding for projects related to the new Highway facilities and sale of old Highway facilities - No action was taken.

20. Set future meeting schedule, next meeting date, and possible agenda items - The next scheduled meeting is set for August 5, 2025, at 8:30 a.m. Potential agenda items include update on Fair Park Activity Center fire alarm system.

21. Review of invoices - Motion by Jaeckel/Drayna to approve invoices totaling \$5,994,584.79. The motion passed 4-0.

22. Adjourn - Motion by Christensen/Drayna to adjourn at 10:00 a.m. The motion passed 4-0.

Respectfully submitted,

Marc DeVries, Finance Director
Jefferson County