

**Jefferson County
Finance Committee Minutes
August 4, 2026**

Committee members:

Jaeckel, George (Chair)	Braughler, Jim
Christensen, Walt	Ristow, Phil
Drayna, David (Vice Chair)	

- 1. Call to order** – Chairman Jaeckel called the meeting to order at 8:30 a.m.
- 2. Roll call (establish a quorum)** – Finance Committee members present were George Jaeckel, Walt Christensen, David Drayna, Jim Braughler, and Phil Ristow. There were no other board members in attendance. Staff in attendance included County Administrator Michael Luckey, Corporation Counsel Danielle Thompson, Finance Director Marc DeVries; Assistant Finance Director, Tammy Worzalla; Budget Analyst I, Morgan Toutant; Economic Development Director, Deb Reinbold; Facilities Director, John Fox; Human Services Director, Brent Ruehlow; Resource Consulting Specialist, Heather Nunez; Land and Water Conservation Director, Patricia Cicero; Planning and Zoning Director, Matt Zangl; Administrative Services Division Manager, Brian Belford. Members of the public present were James Kuckkan of the Watertown Daily Times (Teams); Matt Slowinski, DANA Investment Managers; and Peter Magnoni, Farm Drainage Board.
- 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 July 7, 2026** - Motion by Braughler/Ristow to approve the minutes from the Finance Committee July 7, 2026. The motion passed 5-0.
- 6. Communications** – Matt Slowinski of DANA Investment Managers distributed their annual investment report to the Committee.
- 7. Public comment** – None.
- 8. Discussion and possible action on presentation on County's investments by DANA Investment Managers** – Matt Slowinski presented the Committee with DANA's annual investment report. The County's investments are performing well in relation to the market for similar coupon securities, and this performance is mostly driven by mortgage-backed securities. The economic outlook is cautiously stable with some uncertainty regarding inflation and federal reserve rates. The County can expect to earn between \$1.3 million and \$1.5 million on its portfolio during the upcoming budget year. No action was taken.
- 9. Discussion and possible action on engaging the Sigma Group to perform due diligence services for unsold County Farmland parcels and amending the 2026 budget** – County Administrator Luckey presented the proposal from Sigma Group for due diligence services on the unsold farmland parcels to the Finance Committee. Similar services were also proposed by SEH with Sigma quoting a lower cost. Motion by Ristow/Drayna to contract with Sigma for Phase I

environmental study and wetland delineation services. This will require a budget amendment in the Capital Projects fund in the amount of \$30,000. The motion passed 5-0.

10. Discussion and possible action on 2027 budget for County Drainage Board – Finance Director DeVries explained that the County Drainage Board has increased its membership from 3 board members to 5. Historically, the County has allocated \$10,000 of tax levy to the Drainage Board to cover per diems, mileage, insurance, and other small miscellaneous expenses. Peter Magnoni expressed concern that this may not be enough for 2027 due to the additional board members and requested an additional \$2,000 for a total of \$12,000 in levy request. Motion by Ristow/Christensen to continue to support the good relationship with the Drainage Board, with no increase in tax levy but a commitment to monitor throughout the year. The motion passed 5-0.

11. Discussion and possible action on creating a full-time Quality Assurance Specialist position in the Human Services Department and amending the 2026 budget – Human Services Director Ruehlow explained that as a result of legislative changes to the monitoring of the SNAP program, the State of Wisconsin has agreed to fund Quality Assurance Specialist positions throughout the state to assist with assuring that there would be no loss of funding due to payment errors. As such, Ruehlow requests the addition of one fully funded Quality Assurance position in the Human Services Department. Motion by Christensen/Ristow to approve the resolution and forward to the County Board of Supervisors. The motion passed 5-0.

12. Discussion and possible action reauthorizing funding for the Financial Empowerment Center in the 2027 budget – Luckey highlighted the achievements of the Financial Empowerment Center (FEC) as directed previously by the Committee. The Committee acknowledged the positive efforts of the FEC and agreed to continue supporting its efforts in the 2027 budget. Motion by Braughler/Christensen to include funding for the FEC in the 2027 budget. The motion passed 5-0.

13. Discussion and possible action on out-of-state travel in the Human Services Department - Motion by Jaeckel/Christensen to approve fully funded out-of-state travel and conference attendance for the Human Services Department. The motion passed 5-0.

14. Discussion and possible action on awarding bid for Highway building mechanical maintenance contract – Facilities Director Fox recommended that the County enter into a maintenance contract for the mechanical equipment at the Highway building. Bids were sought with Basset Mechanical being the lowest responsible bidder. Motion by Drayna/Ristow to approve the resolution and forward to the County Board of Supervisors. The motion passed 5-0.

15. Discussion and possible action on amending the Purchasing Ordinance – Corporation Counsel Thompson explained the proposed changes to the Purchasing Ordinance, which reflects recent changes in state legislation that allows the County to raise the threshold for bidding projects from \$25,000 to \$50,000. There was also some discussion on whether to raise the threshold for requisitions from \$5,000 to \$10,000. The Committee agreed to raise the bidding threshold but not the requisition threshold. Motion by Ristow/Drayna to approve the proposed changes with the exception of raising the requisition threshold, and forward the resolution to the County Board of Supervisors. The motion passed 5-0.

16. Discussion and possible action on 2027 budget – DeVries updated the Committee on the progress of the 2027 budget. No action was taken.

17. 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 Thompson updated the Committee on the status of tax foreclosed properties.

18. Discussion and possible action on 2026 projections of budget vs. actual revenues and expenditures – No action was taken.

19. Review of the financial statements and department update for June 2026-Finance Department – No action was taken.

20. Review of the financial statements and department update for June 2026-Treasurer's Office – No action was taken.

21. Review of the financial statements and department update for June 2026-Child Support – no action was taken.

22. Update on contingency fund balance – The 2026 contingency amounts are \$472,063.43 for general contingency, \$100,343.53 for other contingency, and \$300,000 for vested benefits contingency. No action was taken.

23. Set future meeting schedule, next meeting date, and possible agenda items - The next scheduled meeting is set for September 1, 2026, at 8:30 a.m.

24. Review of invoices - Motion by Jaeckel/Drayna to approve invoices totaling \$5,947,436.94. The motion passed 5-0.

25. Adjourn - Motion by Christensen/Ristow to adjourn at 10:32 a.m. The motion passed 5-0.

Respectfully submitted,

Marc DeVries, Finance Director
Jefferson County