

Jefferson County
Finance Committee Minutes
May 10, 2018

Committee members: Jones, Richard (Chair) Kutz, Russell
Rinard, Amy Conor Nelan
Jaeckel, George

1. **Call to order** – Jim Schroeder serving as temporary committee chair 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, Russel Kutz, Amy Rinard and Conor Nelan. Other County Board members present were Jim Schroeder. Staff in attendance were Ben Wehmeier, Blair Ward, Marc DeVries, Tammy Tomczak, and John Jensen. Members of the public present were David Rorge and Anita Martin.
3. **Certification of compliance with the Open Meetings Law** – Wehmeier certified that the notice of the meeting complied with the Open Meetings Law.
4. **Approval of the agenda** - A motion was made by Rinard/Jaeckel to approve the agenda as submitted. Motion passed 5-0.
5. **Election of Committee Chair, Vice Chair, and Secretary** – The Committee elected Richard Jones as Chair, motion passed 5-0. The Committee elected George Jaeckel as Vice Chair, motion passed 5-0. The Committee elected Russel Kutz as Secretary, motion passed 5-0.
6. **Approval of Finance Committee minutes for April 12, 2018.** A motion was made by Rinard/Jaeckel to approve the April 12, 2018 minutes. The motion passed 5-0.
7. **Communications** – None.
8. **Public Comment** – None.
9. **Overview of Open Meetings Law** – County Administrator Wehmeier explained the Open Meetings Law to the committee.
10. **Introduction of policy oversight department heads** – Tammy Tomczak introduced herself to the Committee on Stacey Jensen’s behalf and explained the duties of the Child Support office.
11. **Discussion and possible action on out-of-state travel – Human Services Department** – DeVries presented the request of the Human Services Department to attend the Heathy Transitions Grantee Meeting. Kathi Cauley has requested permission to send Sara Zwieg and Brandie Veronikas to attend. All costs for attendance are funded by the Substance Abuse and Mental Health Services Administration grant. Motion made by Jaeckel/Rinard to approve the out-of-state travel. Motion passed 5-0.
12. **Discussion and possible action on elimination of vacant Child Support Specialist position from 2019 budget** – Tomczak and Wehmeier explained that through reorganization and LEAN process changes, the Child Support office is able to eliminate the Child Support Specialist position

from next year's budget. Motion made by Rinard/Jaeckel to approve the elimination of this position from the 2019 budget. Motion passed 5-0.

- 13. Discussion and possible action on making County loans to Drainage Districts** – County Administrator Wehmeier explained how the drainage board and drainage districts function, and that currently the drainage districts are receiving short term loans for three year terms, usually of up to \$10,000 from the banks to fund drainage projects. The County could provide the loans and charge a competitive interest rate instead. Wehmeier has included the research he did into Wisconsin statutes to support his position that the County is able to make such loans. The Committee approved in concept and directed the County Administrator to proceed with a plan including a policy on making loans to the drainage districts. No action taken.
- 14. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties.** Corporation Counsel Ward discussed the changes to the In Rem property listing since the previous Finance Committee meeting. No action taken. David Rogre addressed the Committee regarding the Eddy property stating that he had an interest in purchasing the property.
- 15. 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.** The Committee voted to convene into closed session by roll call. Motion passed 5-0.
- 16. Reconvene in open session.** The Committee reconvened into open session following a motion by Jaeckel/Rinard. A motion was made by Jaeckel/Rinard to accept the offer for \$24,676.10 for the Eddy property from an heir of the former owner with the condition that the transaction closes on May 31, 2018 and if the transaction does not close, to accept the offer from David Rorge for \$43,000. The motion passed 5-0. A motion was made by Rinard/Jaeckel to continue to sell the property owned by Betty Alder on the open market. If Ms. Alder wishes to repurchase this property, she must do so before the County receives an acceptable bid from the public. Ms. Alder must pay rent until she either pays the full amount owed or a bid is accepted. The motion passed 5-0.
- 17. Review of the financial statements and department update for March 2018-Finance Department** – DeVries explained that there are currently no concerns. The 2018 carryovers were posted in March.
- 18. Review of the financial statements and department update for March 2018-Treasurers Department** – No action taken.
- 19. Review of the financial statements and department update for March 2018-Child Support Department.** No action taken.
- 20. Discussion 2018 projections of budget vs. actual.** No action taken.
- 21. Update on contingency fund balance.** DeVries noted that the current balance of 2018 general contingency funds is \$399,649. The other contingency fund balance is \$187,585 and the vested benefits balance is \$290,000.

- 22. Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities.** Wehmeier discussed the progress on the new highway satellite shops.
- 23. Set future meeting schedule, next meeting date, and possible agenda items.** The next regular meeting was scheduled for Tuesday June 12, 2018 at 8:30 a.m. Potential items for discussion are fund balance policy application and property sales.
- 24. Payment of Invoices-**After review of the invoices, a motion was made by Jaeckel/Jones to approve the payment of invoices totaling \$3,208,366.81. The motion passed 5-0.
- 25. Adjourn** – A motion was made by Jaeckel/Rinard to adjourn at 10:45 a.m. The motion passed 5-0.

Respectfully submitted,

Russell Kutz
Finance Committee
Jefferson County
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