

Jefferson County  
Finance Committee Minutes  
April 11, 2019

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

1. **Call to order** – Richard Jones called the meeting to order at 8:28 a.m.
2. **Roll call (establish a quorum)** – Finance Committee members present were Richard Jones, George Jaeckel, Russel Kutz, Conor Nelan and Amy Rinard. Other County Board members present were Walt Christensen and Augie Tetz. Staff in attendance were County Administrator, Ben Wehmeier; Finance Director, Marc DeVries; Assistant Finance Director, Tammy Worzalla; Corporation Counsel, Blair Ward; LaVerne Georgson, Joe Nehmer, Kevin Wiesmann and Mary Truman. Members of the public present were Don and Nancy Brunson.
3. **Certification of compliance with the Open Meetings Law** – County Administrator Wehmeier certified compliance with the Open Meetings Law.
4. **Approval of the agenda** – Move #10 after public comment. Agenda approved.
5. **Approval of Finance Committee minutes for March 5, 2019 and March 12, 2019.** A motion was made by Rinard/Nelan to approve the minutes for March 5, 2019 and March 12, 2019. The motion passed 4-0 with Jones abstaining.
6. **Communications** – Walt Christensen distributed a communication from the Legislative Fiscal Bureau.
7. **Public Comment** – Walt Christensen explained the communication he distributed as being the formula used to determine the Public Utility Aid distributions.
8. **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 and County Administrator Wehmeier updated the Committee on the status of the foreclosed properties. The Brunsons updated the Committee on the status of the loan they applied for to buy back their property from the County. Motion by Jones/Nelan to approve an extension of time to close the loan until May 8, 2019. If the loan has not closed by May 8, the Brunsons will return to the Committee at the next meeting to update the Committee on the status of the loan.
9. **Discussion and possible action regarding Jefferson County’s financial contribution to Farm Technology Days**– County Administrator Wehmeier explained that Jefferson County had committed a contribution of \$50,000 to Farm Technology Days. The issue before the Committee is whether the contribution would be repaid to Jefferson County or would be retained by Farm Technology Days as a sponsorship. LaVerne Georgson updated the Committee on the financial condition of Farm Technology Days. Motion by Rinard/Jaeckel to allow the contribution to be a sponsorship without repayment. The motion passed 5-0.
10. **Discussion and possible action on application of fund balance policy and discussion of future capital finance**

- a. Discussion and possible action on Sheriff's dispatch communication facilities
- b. Discussion and possible action on financing broadband services in Jefferson County
- c. Discussion and possible action on funding and completion of Interurban Bike Trail
- d. Discussion and possible action on continuing the revolving loan fund program

County Administrator Wehmeier explained the budget amendment that was distributed with the agenda packages. The amendment will transfer \$84,230.45 from the Carol Liddle Fund to the Interurban Bike Trail to fund paving for the connection from River Road to the bridge at Phase 1 of the trail in the Town of Watertown. Motion by Jaeckel/Rinard to approve the resolution and forward to the Board of Supervisors. The motion passed 5-0.

Wehmeier also discussed Phase 2 of the project. This phase will cost approximately \$1.7 million of which the County is currently expecting to fund approximately \$75,000, with the remainder coming from grants and donations.

Wehmeier discussed the Sheriff's dispatch facilities. The County's 911 communications consultant will present options ranging from approximately \$3 million for a long term fix to \$19 million for a complete rebuild at the next County Board meeting. There are several options for sharing costs among the alternatives that will need further discussion and guidance.

Wehmeier discussed the broadband opportunity currently under consideration and what this could mean for future opportunities, including grant funding from the State for future projects.

Wehmeier discussed the current revolving loan fund, which is being repealed by the Federal government. Further discussion and guidance will be necessary on this topic.

Finally the County's facilities are deteriorating due to deferred maintenance and the rate of deterioration is accelerating, which is evidenced by recent events such as the failure of the jail generator and 911 communications systems. The County Administrator is aware of other immediate needs in the courthouse/Sheriff complex that are approaching emergency status. Further, Jefferson County should consider some remodeling while repairs are taking place to make more efficient use of County funds.

When considering the mounting needs and opportunities facing Jefferson County in the near future and matching them against the current available fund balance and anticipated net new construction, it becomes clear that Jefferson County may need to seek additional funding, or amend its fund balance policy, or both. This will be a continuing discussion at upcoming meetings. No further action was taken.

**11. Review of the financial statements and department update for February 2019-Finance Department** – No action taken.

**12. Review of the financial statements and department update for February 2019-Treasurers Department** – No action taken.

**13. Review of the financial statements and department update for February 2019-Child Support Department** - No action taken.

**14. Discussion 2019 projections of budget vs. actual.** No action taken.

15. **Update on contingency fund balance.** DeVries noted that the final balance of 2018 general contingency funds is \$14,299. The other contingency fund balance is \$187,585 and the vested benefits balance is \$290,000. The current balance of 2019 general contingency funds before any action taken at the current meeting is \$500,000. The other contingency fund balance is \$453,535 and the vested benefits balance is \$290,000.
16. **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 -** Motion by Jaeckel/Rinard to convene into closed session. Roll call vote. The motion passed 5-0.
17. **Reconvene in open session for action on closed session items if necessary -** Motion by Rinard/Kutz to reconvene into open session. The motion passed 5-0. The County's insurance carrier, WMMIC, is recommending that the County deny the claim of Janet Heidel. Motion by Jones/Jaeckel to forward the claims to the Board of Supervisors for denial. The motion passed 5-0.
18. **Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities.** Wehmeier updated the Committee on the progress of the old highway site. DNR is expected to be inspecting the property to release it from remediation. The plans for this site are progressing.
19. **Set future meeting schedule, next meeting date, and possible agenda items** – The next meeting is scheduled for May 9, 2019. Future agenda items will include application of fund balance policy, 5-year capital requests, priority based budgeting, dissolution of drainage districts.
20. **Review of Invoices**-After review of the invoices, a motion was made by Jaeckel/Rinard to approve the payment of invoices totaling \$3,862,367.30. The motion passed 5-0.
21. **Adjourn** – A motion was made by Jaeckel/Kutz to adjourn at 10:31 a.m. The motion passed 5-0.

Respectfully submitted,

Russell Kutz, Secretary  
Finance Committee  
Jefferson County  
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