



COLUMBIA COUNTY

Accounting Office

608-742-9645
FAX: 608-742-9846
Email: accounting@co.columbia.wi.us
Website: www.co.columbia.wi.us

400 DeWitt Street
P.O. Box 473
Portage, WI 53901

COLUMBIA COUNTY FINANCE COMMITTEE MINUTES MARCH 9, 2017

MEMBERS PRESENT: Chairman John H. Tramburg, Supervisors Mary Cupery, James E. Foley, Mike Weyh, and Dan Drew

ALSO PRESENT: County Board Chair Vern E. Gove, Lois Schepp, Joseph Ruf III, Shonna Neary, Dennis Richards, Deborah Raimer, Nancy Elsing, Dawn Woodard, John Hartman, Ashley Jahn, and Lyn Jerde (PDR)

The meeting was called to order at 9:00 a.m. and was properly noticed and published.

Motion: On motion by Foley, second by Cupery, the agenda was approved.

MINUTES

MOTION: On motion by Cupery, second by Weyh, the minutes of the January 12, 2017 Finance Committee meeting were approved.

VOUCHERS

Shonna Neary joined the meeting to review expenditures for the month.

MOTION: On motion by Foley, second by Weyh, monthly expenditures for the Accounting Department from January 11 through March 2, 2017 were approved for a total of \$194,108.54.

MOTION: On motion by Foley, second by Weyh, monthly expenditures for the Treasurer's Office from January 11 through March 2, 2017 were approved for a total of \$8,059.97.

Total Accounting/Treasurer Expenditures: \$202,168.51

MOTION: On motion by Drew, second by Weyh, County Board Payroll was approved for a total of \$9,854.40 as follows:

- January meetings paid in February, 2017-\$6,583.00
- February meetings paid in March, 2017-\$3,271.40

MOTION: On motion by Cupery, second by Drew, the monthly disbursement journal (all departments) for January 11 through March 2, 2017 was approved for a total of \$10,532,873.24.

Shonna reported there was one invoice that put Solid Waste's contracted services over budget, but the funds are available in the budget overall.

Sheriff-Increase Deputy Emergency Management Coordinator position from 37.5 to 40 hours per week

Sheriff Richards explained the request to increase the Deputy Emergency Management Coordinator position from 37.5 to 40 hours per week. By increasing the position's hours the estimated cost increase would be \$2,987.00.

MOTION: On motion by Foley, second by Drew, the request to increase the Deputy Emergency Management Coordinator position from 37.5 to 40 hours was approved for the year on the basis it won't impact the budget.

Resolution-Transfer Funds for 2017 Sheriff's Sworn Union Contract

The Sheriff's Sworn Union Contract was budgeted at \$25,000 in the Contingency Fund. The contract was approved at \$180,000.

MOTION: On motion by Cupery, second by Weyh, the resolution to transfer \$180,000 from the Contingency Fund to Sheriff personnel accounts was approved.

Resolution-Transfer Funds for 2017 County Employees ATB Wage Increase

The Across the Board wage increase was budgeted for \$175,000 and came in at \$165,000. The Across the Board wage increase will be funded from the General Fund instead of the Contingency Fund.

MOTION: On motion by Foley, second by Drew, the resolution to transfer \$165,000 from the General Fund to the various departmental personnel accounts was approved.

HHS-Increase Information and Assistance Specialists Hours and Social Workers Hours in the ADRC

HHS Director Dawn Woodard discussed the need to increase Information and Assistance Specialists and Social Workers hours temporarily until the part time Information and Assistance Specialist position is filled. There are no county levy dollars that go into the ADRC budget.

MOTION: On motion by Foley, second by Drew, the request to increase the Information and Assistance Specialists Hours and Social Workers hours from 37.5 to 40 hours was approved through June and then HR will revisit.

RESOLUTION-ACCEPT MEDICATION ASSISTED TREATMENT GRANT

HHS Director Dawn Woodard explained the Medication Assisted Treatment-Prescription Drug and Opioid Addiction (MAT-PDOA) Grant. The Grant funding will allow Columbia County to better meet the overwhelming demand for medication assisted treatment.

MOTION: On motion by Weyh, second by Foley, the resolution to accept the MAT-PDOA Grant Award in the amount of \$261,071 was approved.

OUT OF STATE TRAVEL REQUEST FOR STACY DAVENPORT AND HEATHER KIERZAK

HHS Director Dawn Woodard discussed the Prevention for Success Grant that was awarded to Prevention and Response Columbia County (PARCC). The Grant allows two individuals to attend the National Prescription Drug Abuse & Heroin Summit in Atlanta, GA. The cost of \$3,412 for attending this training is funded by the Prevention and Success Grant and the Alliance for Wisconsin Youth. There is no cost to the county.

MOTION: On motion by Cupery, second by Weyh, the Out of State Travel Request was approved.

REVIEW/APPROVE 2016 ANNUAL REPORT-CCEDC/TOURISM

Nancy Elsing presented the 2016 Annual Reports for Columbia County Economic Development (CCEDC) and Tourism.

MOTION: On motion by Weyh, second by Drew, the 2016 CCEDC Annual Report was approved.

MOTION: On motion by Weyh, second by Cupery, the 2016 Tourism Annual Report was approved.

Review/Approve 2016 Annual Report-Treasurer

Treasurer Deb Raimer presented the 2016 Annual Report and reported that Interest and Investments were more than budgeted. She noted one of the goals for 2017 will be implementing the new online receipting program.

MOTION: On motion by Foley, second by Drew, the 2016 Annual Report for the Treasurer's Office was approved.

POSITION REPLACEMENT-ACCOUNTING ASSISTANT-TREASURER'S OFFICE

The Accounting Assistant was terminated and Raimer is asking to refill the position.

MOTION: On motion by Weyh, second by Drew, the request for an Accounting Assistant position in the Treasurer's Office was approved.

RESOLUTION-ADDITIONAL FUNDING FOR ENTERPRISE BACK-UP SERVER

MIS Director John Hartman discussed the need for an Enterprise Back-Up Server. The server will replace a failing system and ensure Columbia County data files are not compromised. The bids received were over the \$77,759 budgeted. \$36,000 in additional funds are requested.

MOTION: On motion by Drew, second by Weyh, the resolution to transfer \$36,000 from the General Fund to MIS Information Technology Capital Outlay was approved.

REVIEW/APPROVE 2016 ANNUAL REPORT-ACCOUNTING

Schepp highlighted department activities in 2016 and goals for 2017.

MOTION: On motion by Foley, second by Weyh, the 2016 Annual Report for the Accounting Department was approved.

2018 BUDGET DEVELOPMENT CALENDAR

MOTION: On motion by Cupery, second by Weyh, the 2018 Budget Development Calendar was approved.

NON-LAPSING ACCOUNTS RESOLUTION

MOTION: On motion by Weyh, second by Drew, the 2017 Non-Lapsing Accounts Resolution was approved.

COLUMBIA COUNTY
FINANCE COMMITTEE MINUTES
MARCH 9, 2017

RESOLUTION-TRANSFER FUNDS FOR 2016 OVERDRAWN JUDICIARY ACCOUNTS

Schepp explained Register in Probate and Clerk of Courts need funds to balance 2016.

MOTION: On motion by Drew, second by Foley, the resolution to transfer \$54,041 from the pre-closing General Fund and applying \$3,036 to Register and Probate and \$51,005 to Clerk of Courts was approved.

ADJOURNMENT

MOTION: On motion by Foley, second by Drew, the meeting was adjourned at 10:40 a.m.

Next Meeting: April 13, 2017

Respectfully Submitted:


Mike Weyh, Finance Committee Secretary


Sarah Parker, Recording Secretary

CC: Finance Committee
County Board Chair
Lois Schepp

Joseph Ruf III
Susan M. Moll
Internet