



COLUMBIA COUNTY

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COLUMBIA COUNTY FINANCE COMMITTEE MINUTES APRIL 12, 2018

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

Absent: Mary Cupery

ALSO PRESENT: County Board Chair Vern E. Gove, Lois Schepp, Shonna Neary, Joseph Ruf III, Cheryl Fahrner, Greg Kaminski, Cory Wiegel, and Deborah Raimer

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

MINUTES

MOTION: On motion by Drew, second by Foley, the minutes of the March 15, 2018 Finance Committee meeting were approved.

VOUCHERS

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

MOTION: On motion by Weyh, second by Drew, monthly expenditures for the Accounting Department and Treasurer's Office from March 9 through April 5, 2018 were approved for a total of \$14,463.81.

- Accounting Department: \$13,326.16
- Treasurer: \$1,137.65

MOTION: On motion by Foley, second by Weyh, County Board Payroll for March meetings paid in April was approved for a total of \$7,483.47.

MOTION: On motion by Foley, second by Weyh, the monthly disbursement journal (all departments) for March 9 through April 5, 2018 was approved for a total of \$2,918,269.25.

MOTION: On motion by Drew, second by Weyh, the Prepaid Expenses for March 9 through April 5, 2018 were approved for a total of \$1,499 as follows:

- Health & Human Services - \$1.00
- General Fund \$1,500

UPDATE ON CCEDC, REVIEW BYLAWS

CCEDC Director Cheryl Fahrner gave a status report on the organization and presented the revised bylaws that were passed by the CCEDC Board-noting the 2/3 vote was changed to a majority vote. The Finance Committee is requesting the Executive Committee section and areas that read "Board Chair", be more specific and read "County Board Chair".

SOLID WASTE-CHANGE IN OUTLAY REQUEST/RESOLUTION/LINE ITEM TRANSFER

Solid Waste Director Greg Kaminski presented the change in outlay request and resolution to purchase a new scale. The current scale is collapsing and will not pass its annual inspection. A scale, including software will cost \$61,120, with funding of \$29,600 allocated from Solid Waste Outlay funds and \$31,520 from the County Contingency Fund. Only one of the two infeed conveyors were replaced and they want to use remaining funds to go towards the purchase of a new truck scale.

MOTION: On motion by Drew, second by Foley, the change in outlay request to transfer \$60,000 from Recycling Conveyors Outlay to Scale Outlay and the resolution authorizing \$29,600 from Solid Waste Outlay funds and \$31,520 from the County Contingency Fund to purchase a new truck scale were approved.

MOTION: On motion by Foley, second by Weyh, the line item transfer to transfer \$3,412 from Machine Maintenance to Capital Outlay to purchase a new pressure washer was approved.

ROD-RESOLUTION-TRANSFER FUNDS FOR PURCHASE OF REGISTER OF DEEDS FURNITURE

Accounting Supervisor Shonna Neary presented the resolution for the Register of Deeds office. Sit-stand desks were requested for the entire office when planning the Administration Building, however when they moved into the building, only 1 of the 3 desks were equipped with sit-stand desks. The cost to upgrade was in the Register of Deeds 2018 budget. It was approved and put into the County Contingency Fund.

MOTION: On motion by Foley, second by Drew, the resolution to transfer \$2,200 from the Contingency Fund Account to the Register of Deeds Capital Outlay Account was approved.

WORKER'S COMP 2017 FINALIZATION

Shonna Neary received the final 2017 audit numbers for worker's compensation. The additional amount to pay in is \$28,015.

MOTION: On motion by Weyh, second by Drew, the Finance Committee approved the County Mutual invoice for \$28,015.

BUILDINGS AND GROUNDS-COMPENSATION ADJUSTMENT FOR MAINTENANCE MECHANIC

Buildings and Grounds Director Cory Wiegel informed the Committee he is no longer requesting a compensation adjustment for maintenance mechanic.

FUNDING FOR PARKING LOTS

County Board Chair Gove explained the First Amendment to Intergovernmental Development Agreement with Columbia County. The City of Portage and Columbia County entered into an Intergovernmental Development Agreement (IGA) related to the redevelopment of Parcel Nos. 11271.1101; 11271-1103; 11271-1123; 11271-1124 and 11271-1127 into a surface parking lot. The City and County agreed to fund the cost of the demolition of existing structures and construction of the surface parking lot. The total cost for demolition of the Annex and

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parking structure and creation of surface parking is \$289,248.50, with Columbia County's share being \$91,710.95, and the City of Portage's share being \$197,537.55. The County parking lot by River Haven also needs to be redone due to numerous large pot holes.

MOTION: On motion by Foley, second by Drew, the Committee approved the IGA and redoing the County parking lot by River Haven with the cost not to exceed \$140,000.

LINE ITEM TRANSFERS/CHANGE IN OUTLAY

Child Support

Corporation Counsel Director Joseph Ruf III explained to the Finance Committee that the line item transfer is no longer being requested.

2017 FINANCIAL ANALYSIS

Comptroller Lois Schepp presented the 2017 Year End Financial Analysis to the Finance Committee.


ADJOURNMENT

Finance Committee Chair John Tramburg thanked the County Board Chair and the Committee for all their hard work and for doing such a wonderful job.

MOTION: On motion by Foley, second by Weyh, the meeting was adjourned at 11:00 a.m.

Next Meeting: May 10, 2018

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