



# COLUMBIA COUNTY

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## COLUMBIA COUNTY FINANCE COMMITTEE MINUTES MAY 13, 2021

MEMBERS PRESENT: Chairman Matthew L. Rohrbeck, Supervisors Christopher Polzer, JoAnn Wingers, James E. Foley, and Bob Koch

ALSO PRESENT: County Board Chair Vern E. Gove, Lois Schepp, Shonna Neary, Joseph Ruf III, Chris Hardy, Greg Kaminski, Dave Drews, Dean Kaderabek, Heather Gove, and Cathy Karls

The meeting was called to order at 8:00 a.m. and was properly noticed and published.

MOTION: On motion by Polzer, second by Wingers, the revised agenda was approved.

### MINUTES

MOTION: On motion by Foley, second by Koch, the minutes from the April 15 and 20, 2021 Finance Committee meeting were approved.

### VOUCHERS

MOTION: On motion by Wingers, second by Foley, monthly expenditures for April 13 through May 6, 2021 for the Treasurer's Office for a total of \$741.34 and the Accounting Department for a total of \$4,539.44 were approved.

Total Treasurer/Accounting: \$5,280.78

MOTION: On motion by Foley, second by Koch, the monthly disbursement journal (all departments) from April 13 through May 6, 2021 was approved for a total of \$3,026,135.75.

MOTION: On motion by Wingers, second by Koch, County Board Payroll for April 2021 meetings paid in May 2021 was approved for a total of \$8,537.24.

### HIGHWAY – CHANGE IN OUTLAY

MOTION: On motion by Wingers, second by Foley, the Committee approved the following Change in Capital Outlay requests:

- Transfer \$21,000 from the Asphalt Distributor Tanker account to the CS Sand Mix Building account
- Transfer \$29,745 from the Dome 1 Roof Replacement account to the CS Sand Mix Building account

### SOLID WASTE – REQUEST FOR CONTAINERS

Solid Waste Director Greg Kaminski informed the Committee on the large demand for containers throughout the pandemic. They currently have a waiting list for dumpsters. These funds get entered in as a receivable and no money comes out of the General Fund.

COLUMBIA COUNTY  
FINANCE COMMITTEE MINUTES  
MAY 13, 2021

MOTION: On motion by Koch, second by Polzer, the Committee approved the request to purchase additional containers in the amount of \$109,744.

MIS – CHANGE IN OUTLAY

MIS Director Dave Drews explained to the Committee that the Administration Building has several areas that do not provide adequate speaker coverage during emergency pages. The requested amount will provide coverage in areas occupied during business hours in the event of an emergency.

MOTION: On motion by Foley, second by Polzer, the Committee approved the request to transfer \$8,000 from the LEC-John Roche Community Room AV account to the Paging Speakers-Administration Building account.

LAND INFORMATION – RESOLUTION-ACCEPT WISCONSIN LAND INFORMATION PROGRAM GRANT AWARD TO SUPPORT A COUNTY WIDE ELEVATION UPDATE

Land Information Director Dean Kaderabek informed the Committee that he submitted an application to the State of Wisconsin Department of Administration for the Wisconsin Land Information Program Grant and was awarded \$83,182.

MOTION: On motion by Polzer, second by Koch, the Committee approved accepting the Wisconsin Land Information Program Grant in the amount of \$83,182.

HHS – RESOLUTION-TRANSFER FUNDS FOR 2021 COLUMBIA COUNTY HHS OPERATING BUDGET

HHS Director Heather Gove explained to the Committee that when the 2021 County Budget was adopted, \$1,822,730 was placed in the 2021 Contingency Fund pending the HHS Director's comprehensive review of all HHS Department programs and services. The HHS Director has completed her review of all HHS programs and services and recommended to the HHS Committee and the Finance Committee that the amount be transferred to the 2021 HHS Department Budget.

MOTION: On motion by Polzer, second by Wingers, the Committee approved transferring \$1,822,730 from the Contingency Fund #9997 to applicable HHS Fund 200, Contracted Services Accounts.

2021 – 2022 SHERIFF SWORN UNION CONTRACT

The Committee reviewed the provided handouts.

RESOLUTION – TRANSFER FUNDS FOR 2021 SHERIFF'S SWORN UNION CONTRACT

The required funds for 2021 are included in the Contingency Fund. Required funds for 2022 will be included in the 2022 County Budget.

MOTION: On motion by Polzer, second by Foley, the Committee approved transferring \$47,700 from the Contingency Fund #9997 to the Sheriff's Office personnel accounts.

COLUMBIA COUNTY  
FINANCE COMMITTEE MINUTES  
MAY 13, 2021

\*FACILITIES MANAGEMENT DEPARTMENT MANAGEMENT AND ORGANIZATION

CLOSED SESSION

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MOTION: On motion by Koch, second by Wingers, the committee went into closed session at 8:23 a.m. pursuant to sec. 19.85(1)(c), Wis. Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [Facilities Management Department Management and Organization].

ROLL CALL VOTE: Ayes: 5, as follows: Rohrbeck, Polzer, Foley, Koch, and Wingers  
Noes: 0

OPEN SESSION

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MOTION: On motion by Rohrbeck, second by Polzer, and unanimous committee approval, the meeting reconvened in open session at 9:45 a.m.

RESOLUTION – TRANSFER FUNDS FOR FACILITIES MANAGEMENT DEPARTMENT 2021 WAGES AND FRINGE BENEFITS

The Finance Committee recommends further review from the Information Services & Property Committee.

MOTION: On motion by Rohrbeck, second by Polzer, the Committee did not approve the Resolution presented, but approved transferring funds from the vacant janitor position to recoup \$18,100 to account for the Operations Manager.

LINE ITEM TRANSFERS/CHANGE IN OUTLAY

Other than what was previously discussed, no line item transfers/change in outlay were discussed.

AMERICAN RESCUE PLAN ACT OF 2021

Accounting Supervisor/Project Manager Shonna Neary informed the Committee that Columbia County's allocated amount is \$11,174,917. The US Treasury has guidance, but the specific information the County needs is not available at this time.

UPDATE ON CDBG/RLF-CLOSE

Comptroller Lois Schepp informed the Committee that the County has a signed contract. The next step is to get a proposal posted for environmental review. The RFP is due May 28 and a committee has been formed to interview vendors. The approved vendor will then come to the June Finance Committee meeting.

REVIEW OF COUNTY FINANCES

Schepp gave a 1<sup>st</sup> quarter financial review to the Committee.

COLUMBIA COUNTY  
FINANCE COMMITTEE MINUTES  
MAY 13, 2021

ADJOURNMENT

MOTION: On motion by Koch, second by Polzer, the meeting was adjourned at 11:26 a.m.

Next Meeting: June 10, 2021

Respectfully Submitted:



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JoAnn Wingers, Finance Committee Secretary



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Sarah Parker, Recording Secretary

CC: Finance Committee  
County Board Chair  
Lois Schepp

Joseph Ruf III  
Susan M. Moll  
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