



# COLUMBIA COUNTY

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## COLUMBIA COUNTY FINANCE COMMITTEE MINUTES JUNE 8, 2022

**MEMBERS PRESENT:** Chairman Matthew L. Rohrbeck, Supervisors Darren W. Schroeder, Denise J. Brusveen, Keith F. Miller, and Douglas Richmond

**ALSO PRESENT:** County Board Chair Chris Polzer, Supervisors Eric Shimpach and Henry St. Maurice, Lois Schepp, Joseph Ruf III, Chris Hardy, Greg Kaminski, Robyn Preston, and Sheriff Brandner

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

**MOTION:** On motion by Brusveen, second by Miller, the Revised II agenda was approved.

### MINUTES

**MOTION:** On motion by Miller, second by Richmond, the minutes from the May 11, 2022 Finance Committee meeting were approved.

### VOUCHERS

**MOTION:** On motion by Miller, second by Richmond, monthly expenditures for May 6, 2022 through June 2, 2022 for the Treasurer's Office for a total of \$4,220.02 and the Accounting Department for a total of \$21,803.99 were approved.

Total Treasurer/Accounting/CDBG Projects: \$26,024.01

**MOTION:** On motion by Schroeder, second by Richmond, the monthly disbursement journal (all departments) from May 6, 2022 through June 2, 2022 was approved for a total of \$4,032,899.27.

**MOTION:** On motion by Richmond, second by Miller, County Board Payroll for May 2022 paid in June 2022 was approved for a total of \$8,504.46.

### SHERIFF – REQUEST FOR TOWER LIGHTING

Sheriff Brandner presented a proposal to replace the light on the Cambria Tower. It is nearing its life expectancy and he wants to have the light available when it burns out. He is requesting to use \$11,900 from the Tower Project funds. The Tower Project will be closed out in July and any remaining funds will be applied to Debt Service.

**MOTION:** On motion by Miller, second by Schroeder, the Committee approved the request to use \$11,900 from the Tower Project funds for the replacement of the light on the Cambria Tower.

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SOLID WASTE – RECYCLING LINE PROJECT UPDATE

Solid Waste Director Greg Kaminski gave an update on the Recycling Line Project. The new system went live on April 14 and revenue has increased.

In 2023, they will need to start repayments to the General Fund, for the cost of the new system. The Committee recommended paying it back this year if the funds are available.

SOLID WASTE – REQUEST TO PURCHASE RECYCLING LINE SPARE PARTS

Kaminski is requesting to purchase spare parts for the new system in the event something were to break. The system does have a one-year warranty. The \$42,567.39 for the parts will come out of the remainder of the project budget. If there are funds at the end of the year, he can pay it back.

MOTION: On motion by Miller, second by Schroeder, the Committee approved purchasing spare parts in the amount of \$42,567.39.

SOLID WASTE – BALER REQUEST

Kaminski explained to the Committee that he had originally budgeted for a baler, but used the funds to purchase trucks because they were of higher importance. He is requesting to use ARPA funding for the baler since recycling increased during the pandemic. The request will go before the Executive Committee for approval.

SOLID WASTE – LINE ITEM TRANSFER

Kaminski explained to the Committee that the bid came in higher for the skid steer than what was budgeted. The company isn't able to complete the order until January 2023. He is working with Corporation Counsel to ensure the bid amount is locked in.

MOTION: On motion by Miller, second by Richmond, the Committee approved the request to transfer \$4,500 from the Contracted Services Account to the Capital Outlay Account to cover the cost of the skid steer.

HIGHWAY – APPROVE SOLE SOURCE PURCHASE

Highway Commissioner Chris Hardy explained to the Committee that this is the only company that custom builds tanks to fit their trucks. The request is for five wedge style salt brine tanks.

MOTION: On motion by Schroeder, second by Miller, the Committee approved the sole source request in the amount of \$59,046.10 for five salt brine tanks.

UPDATE ON CDBG/RLF-CLOSE/REVIEW BIDS AND FINALIZE PROJECTS

Hardy gave an overview on the Highway, Health Care Center, and Elevator Projects.

LINE ITEM TRANSFERS/CHANGE IN OUTLAY

No additional line item transfers/change in outlay were discussed.

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ALLIANT ENERGY PROJECT UPDATE

Comptroller Lois Schepp updated the Committee on the monthly Alliant meetings. The 1<sup>st</sup> unit is scheduled to shut down in 2024 leaving an estimated loss in revenue (Utility Aid) of \$750,000-\$850,000 on the County.

AMERICAN RESCUE PLAN ACT OF 2021

Schepp gave an overview on the ARPA funding. The current requests will be going to the Executive Committee for approval.

POSITION REQUEST FOR ASSISTANT COMPTROLLER RECLASS

Schepp explained to the Committee that the Assistant Comptroller position was revised to require a CPA license. With the position requiring a CPA, the department is requesting to increase the position from Grade P to Grade R, which is an increase of \$9,160.

MOTION: On motion by Schroeder, second by Miller, the Committee approved the request to increase the Assistant Comptroller from Grade P to Grade R. Approval not unanimous.

REVIEW OF FINANCIAL HANDBOOK

Schepp gave an overview on the Financial Handbook.

REVIEW OF COUNTY FINANCES

Schepp gave an overview on the June County financials.

DETERMINE 2023 BUDGET GUIDELINES AND REVIEW DATES

**Budget Guidelines**

MOTION: On motion by Brusveen, second by Miller, the Committee approved a budget decrease of -1 percent, excluding personnel costs. Approval not unanimous.

**Budget Review Dates**

The following dates were set for the 2023 Budget Review:

September 14, 21, 22, 23, 26, 27, and 30, 2022.

MOTION: On motion by Richmond, second by Miller, the Committee approved setting the 2023 budget review dates.

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ADJOURNMENT

MOTION: On motion by Brusveen, second by Miller, the meeting was adjourned at 10:45 a.m.

Next Meeting: July 13, 2022

Respectfully Submitted:



Denise J. Brusveen, Finance Committee Secretary



Sarah Parker, Recording Secretary

CC: Finance Committee  
County Board Chair  
Lois Schepp

Joseph Ruf III  
Susan M. Moll  
Internet