



COLUMBIA COUNTY

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COLUMBIA COUNTY FINANCE COMMITTEE MINUTES AUGUST 8, 2019

MEMBERS PRESENT: Chairman Dan F. Drew, Supervisors James E. Foley, Barry Pufahl, Matthew L. Rohrbeck, and JoAnn Wingers

ALSO PRESENT: County Board Chair Vern E. Gove, Supervisor Nancy Long, Lois Schepp, Shonna Neary, Greg Kaminski, Jeff Hoffman, Deborah Raimer, Chris Hardy, and Dean Kaderabek

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

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

MINUTES

MOTION: On motion by Pufahl, second by Foley, the minutes of the July 11, 2019 Finance Committee meeting were approved.

VOUCHERS

MOTION: On motion by Pufahl, second by Wingers, monthly expenditures for the Treasurer's Office from July 10 through August 1, 2019 were approved for a total of \$13,882.45.

MOTION: On motion by Pufahl, second by Foley, monthly expenditures for the Accounting Department from July 10 through August 1, 2019 were approved for a total of \$20,666.57.

Total Treasurer/Accounting: \$34,549.02

MOTION: On motion by Wingers, second by Foley, the monthly disbursement journal (all departments) for July 10 through August 1, 2019 was approved for a total of \$4,109,761.75.

MOTION: On motion by Foley, second by Wingers, County Board Payroll for July meetings paid in August was approved for a total of \$7,115.72.

TREASURER BUDGET

County Treasurer

Treasurer Deborah Raimer requested amending Interest on Investments from \$1,100,000 to \$900,000.

MOTION: On motion by Wingers, second by Foley, the Committee approved amending Interest on Investments from \$1,100,000 to \$900,000.

MOTION: On motion by Wingers, second by Foley, the Committee approved the 2020 budget requests for County Treasurer [Total Appropriation \$298,410] and amended County Treasurer Revenues [\$1,248,000] to move forward to September budget review.

Tax Deed Expense

MOTION: On motion by Pufahl, second by Wingers, the Committee approved the 2020 Tax Deed Expense to move forward to September budget review. No County Appropriation.

SOLID WASTE – LINE ITEM TRANSFER

Solid Waste Director Greg Kaminski is requesting to transfer \$5,000 from the Machine Maintenance account to the Outlay account to cover the cost of a replacement air conditioning unit. The actual cost came to \$3,725.

MOTION: On motion by Foley, second by Wingers, the Committee approved transferring \$3,725 from the Machine Maintenance account to the Outlay account.

SOLID WASTE – RESOLUTION-AUTHORIZE ENGINEERING SERVICES AT THE SOLID WASTE DEPARTMENT

Kaminski explained to the Committee that the low bid for an engineering consultant came in at \$30,000. The consultant believes they can do the addition with the current facility and won't need an additional building. The engineer consultant will be funded through a transfer from the County General Fund and is not to exceed \$30,000.

MOTION: On motion by Pufahl, second by Wingers, the Committee approved the Resolution to transfer \$30,000 from the General Fund Account #100.388100 to Solid Waste Contracted Services Account No. 3630.521100 to cover the cost of an engineering consultant.

UW-EXTENSION – LINE ITEM TRANSFER

Area Director Jeff Hoffman explained the line item transfer to the Committee.

MOTION: On motion by Pufahl, second by Wingers, the Committee approved the request to transfer \$700 from the Educational Materials account and \$400 from the Copy Machine account and apply a total of \$1,100 to the PC/Printer Pool account to cover the cost of copies.

HIGHWAY – ORDINANCE 12-7 TOURIST-ORIENTED DIRECTIONAL SIGNAGE (TODS) REGULATIONS

Highway Commissioner Chris Hardy explained to the Committee the Ordinance would require any sign on County roads to have a permit. The County will install and maintain the signs.

MOTION: On motion by Wingers, second by Rohrbeck, the Committee approved Ordinance 12-7 Tourist-Oriented Directional Signage (TODS) Regulations.

HIGHWAY EQUITY TRANSFER-HVAC SOFTWARE

Hardy explained the control system that operates the shop and equipment areas has failed. The computer is operational, but the software is obsolete. With winter approaching, they have concern about timing and endangering the mechanical system as the system operates the majority of the shop in-floor heating. They have received one estimate for \$26,812 and continue to vet other proposals.

MOTION: On motion by Foley, second by Pufahl, the Committee approved the transfer not to exceed \$26,812 from highway equity to cover the cost of the HVAC control system software.

LAND INFORMATION – APPROVE OUT OF STATE TRAINING

Land Information Director Dean Kaderabek is requesting to reprioritize Training/Conventions so it pertains to the Spillman software. This change in priorities will not change the adopted 2019 Training/Conventions budgeted amount.

MOTION: On motion by Pufahl, second by Wingers, the Committee approved changing out-of-state ESRI GIS training to Spillman GIS training.

LINE ITEM TRANSFER/CHANGE IN OUTLAY

No Line Item Transfers/Change in Outlay other than what was previously discussed.

ACCOUNTING BUDGET

Accounting Administration

MOTION: On motion by Pufahl, second by Wingers, the 2020 Accounting Administration budget was approved to move forward to September budget review. Total Appropriation \$683,060

CAPITAL OUTLAY

MOTION: On motion by Foley, second by Wingers, the Committee approved the outlay request.

Total Outlay: \$850

Single Audit

MOTION: On motion by Wingers, second by Foley, the 2020 Single Audit budget was approved to move forward to September budget review. Total Appropriation \$40,250

Indirect Cost Allocation

MOTION: On motion by Pufahl, second by Foley, the 2020 Indirect Cost Allocation Plan budget was approved to move forward to September budget review. Total Appropriation \$5,810

Accounting/HR Computer System

MOTION: On motion by Foley, second by Wingers, the 2020 Accounting/HR Computer System budget was approved to move forward to September budget review. Total Appropriation \$25,000

State Special Charges

MOTION: On motion by Foley, second by Wingers, the 2020 State Special Charges budget was tabled until September budget review when the State will have the final numbers to us.

Fiscal Charges

MOTION: On motion by Wingers, second by Rohrbeck, the 2020 Fiscal Charges budget was approved to move forward to September budget review. Total Appropriation \$500

FINANCIAL HANDBOOK 2.1 DEPOSIT POLICY REVISION

The revision will allow more time for Solid Waste to prepare deposits.

MOTION: On motion by Wingers, second by Pufahl, the Committee approved the revision to 2.1-Deposit Policy in the Financial Handbook.

ADJOURNMENT

MOTION: On motion by Rohrbeck, second by Foley, the meeting was adjourned at 9:32 a.m.

Next Meeting: September 12, 2019

Respectfully Submitted:


Matthew L. Rohrbeck, Finance Committee Secretary


Sarah Parker, Recording Secretary

CC: Finance Committee
County Board Chair
Lois Schepp

Joseph Ruf III
Susan M. Moll
Internet