



**COLUMBIA COUNTY
FINANCE COMMITTEE MINUTES
OCTOBER 11, 2023**

MEMBERS PRESENT: Supervisors Darren W. Schroeder, Denise Brusveen, Keith F. Miller, and Douglas Richmond

ALSO PRESENT: County Board Chair Chris Polzer, Shonna Neary, Sarah Parker, Chris Hardy, Jason Willemarck, Stacy Opalewski, Sheriff Roger Brandner, and Bob Koch

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

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

MINUTES

MOTION: On motion by Brusveen, second by Miller, the minutes from the September 13, 2023 Finance Committee meeting were approved.

VOUCHERS

MOTION: On motion by Miller, second by Richmond, monthly expenditures for September 8, 2023 through October 5, 2023 for the Treasurer's Office for a total of \$1,558.14 and the Accounting Department for a total of \$6,183.61 were approved.

Total Treasurer/Accounting: \$7,741.75

MOTION: On motion by Richmond, second by Brusveen, the monthly disbursement journal (all departments) from September 8, 2023 through October 5, 2023 was approved for a total of \$4,573,432.72.

MOTION: On motion by Richmond, second by Miller, County Board Payroll for September 2023 paid in October 2023 was approved for a total of \$14,693.73.

FACILITIES MANAGEMENT – CHANGE IN OUTLAY

Facilities Management Director Jason Willemarck explained an emergency repair was needed on the HHS Chiller Condenser Coil due to a leak.

MOTION: On motion by Miller, second by Richmond, the Committee approved the Change in Outlay of \$8,064 from the Jail/Huber-Circulating Pumps to the HHS Building-Chiller Condenser Coil to cover the repair.

COLUMBIA COUNTY
FINANCE COMMITTEE MINUTES
OCTOBER 11, 2023

TREASURER'S REPORT

County Treasurer Stacy Opalewski gave an overview on investments and interest rates. Interest rates remain higher than budgeted.

HIGHWAY – SOLE SOURCE

Highway Commissioner Chris Hardy explained that Roland is the only supplier in Wisconsin for Carlson screeds, which is the model of the paver.

MOTION: On motion by Miller, second by Richmond, the Committee approved the Sole Source Request for \$27,000 for parts to repair the paver.

SHERIFF – OT HOLIDAY COMPENSATION

Sheriff Brandner discussed staff compensation for holidays worked.

MOTION: On motion by Miller, second by Brusveen, the Committee supported the need to update the personnel manual for compensation for departments that are called in to work holidays.

SHERIFF – POSITION REQUEST-DISPATCHERS

Due to the Wisconsin Dells dispatch transferring over to the Columbia County Sheriff's Office, the Sheriff is requesting to hire two (2) dispatchers. The Sheriff said Wisconsin Dells will reimburse the County for 2023 personnel costs. For 2024, the Department of Revenue approved cost will be added to the levy.

MOTION: On motion by Brusveen, second by Miller, the Committee approved hiring two (2) dispatchers at Grade I, Step 2.

SHERIFF – LINE ITEM TRANSFER

Brandner explained during the 2024 budget process, the Sheriff's Office and Emergency Management agreed to remove two (2) vehicles from capital outlay and purchase one (1) in 2023 through available department funds. The transfer will be used to obtain a detective/administrator vehicle and cover the cost of changeovers. Through the normal fleet rotation, the Sheriff's Office will change out a vehicle for the Emergency Management Coordinator.

MOTION: On motion by Miller, second by Richmond, the Committee approved the line item transfer of \$40,000 from Jail-Prisoner Food and \$15,000 from Jail-Medical/Physicals and apply \$55,000 to Capital Outlay-Sheriff Autos.

DEPUTY EMERGENCY MANAGEMENT COORDINATOR COMPENSATION

The Committee did not have to go into closed session.

Emergency Management Coordinator Bob Koch is requesting to advertise the Deputy Emergency Management Coordinator position as Grade H, Step 1-11. The step assigned for the applicant will be determined by their experience and qualifications.

MOTION: On motion by Miller, second by Richmond, the Committee approved advertising the position at Grade H, Step 1-11 dependent on applicants' experience and qualifications. Approval not unanimous.

COLUMBIA COUNTY
FINANCE COMMITTEE MINUTES
OCTOBER 11, 2023

LINE ITEM TRANSFERS/CHANGE IN OUTLAY

No other line item transfers or change in outlay were discussed.

AMERICAN RESCUE PLAN ACT OF 2021

Comptroller Shonna Neary reviewed the ARPA summary. The County Clerk has a request for glass partitions that will be going to the October 12, 2023 Executive Committee for approval.

The IFERN 1 and 2 Dispatch/Base Radio and Tornado Sirens Dispatch Receivers (3) that were removed from the Emergency Management budget request, will be going to the November 9, 2023 Executive Committee for approval.

The Ad Hoc Broadband Committee is looking at various grant programs. An accountant will start attending the meetings to answer questions/gather information about the grants.

REVIEW OF COUNTY FINANCES

Neary gave an overview on the County financials, 2023 budget changes, personnel reclassifications and changes, notable issues, and Accounting Department initiatives/projects.

ADJOURNMENT

MOTION: On motion by Brusveen, second by Miller, the meeting was adjourned at 9:15 a.m.

Next Meeting: November 8, 2023

Respectfully Submitted:



Denise Brusveen, Finance Committee Secretary



Sarah Parker, Recording Secretary

CC: Finance Committee
County Board Chair

Joseph Ruf III
Susan M. Moll

Shonna Neary
Internet