



COLUMBIA COUNTY

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COLUMBIA COUNTY FINANCE COMMITTEE MINUTES OCTOBER 12, 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, Shonna Neary, Joseph Ruf III, Susan Fisher, Chris Hardy, Amy Yamriska, Greg Bisch, and Heather Gove

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

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

MINUTES

MOTION: On motion by Miller, second by Brusveen, the minutes from the September 14, 2022 Finance Committee meeting were approved.

VOUCHERS

MOTION: On motion by Miller, second by Richmond, monthly expenditures for September 9, 2022 through October 6, 2022 for the Treasurer's Office for a total of \$819.95 and the Accounting Department for a total of \$15,046.10 were approved.

Total Treasurer/Accounting/CDBG Projects: \$15,865.96

MOTION: On motion by Brusveen, second by Schroeder, the monthly disbursement journal (all departments) from September 9, 2022 through October 6, 2022 was approved for a total of \$3,725,409.46.

MOTION: On motion by Brusveen, second by Richmond, County Board Payroll for September 2022 paid in October 2022 was approved for a total of \$12,285.43.

COLUMBIA HEALTH CARE CENTER – CHANGE IN OUTLAY

Health Care Center Administrator Amy Yamriska explained to the Committee an upgrade on the server is needed for the nurse call light system.

MOTION: On motion by Miller, second by Richmond, the Committee approved the Change in Outlay of \$24,500 from the Back Driveway Resurfacing & Willow Court Roof to the Nurse Call Server Upgrade to update the call light system.

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SHERIFF – LINE ITEM TRANSFERS

Chief Deputy Greg Bisch explained the request for two (2) fleet vehicles. This request was in the 2023 budget, but the Sheriff's Office recommended a line item transfer be done and use 2022 funds.

MOTION: On motion by Miller, second by Brusveen, the Committee approved the request to transfer \$50,000 from the Prisoner Food Account, \$46,500 from the Medical/Physicals Account and apply \$96,500 to the Sheriff Autos Outlay Account for two (2) fleet vehicles and equipment.

2023-2024 SHERIFF SWORN UNION CONTRACT

Bisch went over the following for the 2023-2024 Sheriff Sworn Union Contract that was ratified:

- Wages
- Clothing Allowance
- Retiree Health Insurance Payment
- 12-Hour Shift for Patrol Division Including K9
- 2023 Costing: 3% Increase to Sheriff's Sworn Union totaling \$93,110

MOTION: On motion by Miller, second by Schroeder, the Committee approved the 2023-2024 Sheriff Sworn Union Contract.

MIS – CHANGE IN OUTLAY

Additional funds are needed to cover the cost of licenses to back up the routers and configuration changes for internet access.

MOTION: On motion by Richmond, second by Miller, the Committee approved the Change in Outlay of \$2,000 from the Servers to the Routers to cover the cost of the licenses.

TREASURER – LINE ITEM TRANSFER

The Treasurer's Office is requesting to have a panic button installed for additional security. This request was in the 2023 budget, but the Finance Committee recommended a line item transfer be done and use 2022 funds.

MOTION: On motion by Miller, second by Schroeder, the Committee approved the request to transfer \$1,000 from the Training/Conventions Account, \$100 from the Contracted Services Account and apply \$1,100 to the Capital Outlay Account to install a panic button.

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

Highway Commissioner Chris Hardy gave an update on the Highway, Health Care Center, and Elevator Projects. All of the projects are nearing completion.

HIGHWAY – CHANGE IN OUTLAY

Hardy explained the request for four (4) Brine Wedge Tanks. This request was in the 2023 budget, but the Finance Committee recommended a line item transfer be done and use 2022 funds.

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MOTION: On motion by Miller, second by Schroeder, the Committee approved the Change in Outlay of \$49,044 from the Columbus Fuel System Upgrade & CS Dome Asphalt to the Brine Wedge Tanks (4).

HHS – COMPENSATION REVIEW-HHS AIDE, HHS – COMPENSATION REVIEW-DIVISION ADMINISTRATOR OF BEHAVIORAL HEALTH & LONG-TERM SUPPORT, HHS – COMPENSATION REVIEW-DIVISION ADMINISTRATOR OF ECONOMIC SUPPORT

MOTION: On motion by Miller, second by Richmond, the Committee approved the following 2022 requests:

- HHS Aide – Grade G, Step 2 to Grade G, Step 3
- Division Administrator of Behavioral Health & Long-Term Support – Grade N, Step 2 to Grade N, Step 6
- Division Administrator of Economic Support – Grade L, Step 4 to Grade L, Step 6

CHILD SUPPORT – COMPENSATION REVIEW-PARALEGALS, CHILD SUPPORT – COMPENSATION REVIEW-LEGAL SECRETARY, CHILD SUPPORT – COMPENSATION REVIEW-FINANCIAL CLERK

MOTION: On motion by Miller, second by Richmond, the Committee approved the following 2022 requests:

- Paralegal 2, 4, 5, and 7 – Increase step placement by 1 or 2
- Legal Secretary – Increase step placement from step 2 to step 3
- Financial Clerk – Increase step placement from step 2 to step 3

ORDINANCE REVISION – SECTION 8.114-COUNTY VEHICLES

Corporation Counsel Director Joseph Ruf III explained the revision to Ordinance – Section 8.114-County Vehicles. The updated language states “The department shall administer the County Owned Vehicle Use Policy as contained in the County Financial Handbook”.

MOTION: On motion by Miller, second by Schroeder, the Committee approved the revision to Ordinance – Section 8.114-County Vehicles and request the Finance Committee be listed on the Ordinance.

*MEDICAL EXAMINER – MEDICAL EXAMINER’S OFFICE MANAGEMENT AND ORGANIZATION

CLOSED SESSION

MOTION: On motion by Miller, second by Schroeder, the committee went into closed session at 10:15 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.” [*Medical Examiner – Medical Examiner’s Office Management and Organization].

Roll Call Vote: Ayes: 5, as follows: Rohrbeck, Schroeder, Brusveen, Miller, and Richmond
Noes: 0

OPEN SESSION

MOTION: On motion by Miller, second by Richmond and unanimous committee approval, the meeting reconvened in open session at 10:30 a.m.

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MEDICAL EXAMINER – REQUEST AUTHORIZATION TO HIRE LTE

MOTION: On motion by Miller, second by Richmond, the Committee approved the LTE and per diem rate request.

LINE ITEM TRANSFERS/CHANGE IN OUTLAY

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

AMERICAN RESCUE PLAN ACT OF 2021

Comptroller Shonna Neary gave an overview on the ARPA funding. Current requests will go to the October 13, 2022 Executive Committee meeting for review and approval. She informed the Committee that she received information on additional ARPA funding: 2022 - \$50,000 and 2023 - \$50,000. At the November 9, 2022 Finance Committee meeting, Neary will have a report on the additional funds.

REVIEW OF COUNTY FINANCES

Neary gave an overview on the County financials, 2022 budget changes, personnel reclassifications and changes, notable issues, and Accounting Department initiatives/projects.

FINANCE COMMITTEE CHAIR'S 2023 BUDGET PRESENTATION

Finance Committee Chair Matthew Rohrbeck went over his 2023 budget presentation.

Over the next several months, the Finance Committee will strategize on County expenditures and funding before the next budget cycle.

ADJOURNMENT

MOTION: On motion by Miller, second by Brusveen, the meeting was adjourned at 11:10 a.m.

Next Meeting: November 9, 2022

Respectfully Submitted:



Denise J. Brusveen, Finance Committee Secretary



Sarah Parker, Recording Secretary

CC: Finance Committee
County Board Chair
Shonna Neary

Joseph Ruf III
Susan M. Moll
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