



COLUMBIA COUNTY

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COLUMBIA COUNTY FINANCE COMMITTEE MINUTES NOVEMBER 4, 2020

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, Supervisors Nancy Long and John Stevenson, Lois Schepp, Shonna Neary, Joseph Ruf III, Roger Brandner, Dave Drews, Cathy Karls, Heather Gove, Chris Hardy, and Cory Wiegel

The meeting was called to order at 9:00 a.m. and was properly noticed and published.

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

MINUTES

MOTION: On motion by Wingers, second by Polzer, the minutes of the following Finance Committee meetings were approved:

- September 15, 2020
- September 17, 2020
- September 23, 2020
- September 24, 2020
- September 28, 2020
- September 30, 2020
- October 8, 2020

VOUCHERS

MOTION: On motion by Wingers, second by Koch, monthly expenditures for October 2 through October 29, 2020 for the Treasurer's Office for a total of \$1,838.41 and the Accounting Department for a total of \$52,978.06 were approved.

Total Treasurer/Accounting: \$54,816.47

MOTION: On motion by Foley, second by Koch, the monthly disbursement journal (all departments) from October 2 through October 29, 2020 was approved for a total of \$4,140,851.60.

MOTION: On motion by Koch, second by Polzer, County Board Payroll for October meetings paid in November was approved for a total of \$8,013.28.

SHERIFF – LINE ITEM TRANSFER

Sheriff Roger Brandner explained the request to transfer funds to replace the burglary alarm and stalking notification system that unexpectedly failed.

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MOTION: On motion by Koch, second by Wingers, the Committee approved the request to transfer \$9,000 from the Gas & Oil account to the Sheriff Outlay account to purchase a replacement burglary alarm and stalking notification system.

HIGHWAY – COUNTY AID AND BRIDGE AID RESOLUTIONS

Highway Commissioner Chris Hardy presented the Resolutions.

MOTION: On motion by Koch, second by Foley, the Committee approved the Resolution – Adopt 2021 Highway Road Construction, Maintenance, and Administration Budgets.

MOTION: On motion by Koch, second by Wingers, the Committee approved the Resolution – Adopt 2021 Bridge Construction Budget and Levy Property Tax.

HIGHWAY – TRANSFER HIGHWAY EQUITY FOR BRIDGE AID

MOTION: On motion by Koch, second by Wingers, the Committee approved using \$11,390 in Highway equity to reimburse the Town of Fountain Prairie for bridge aid. Equity will be repaid in 2022, when this amount is included in the budget.

MIS – APPROVE SOLE SOURCE PURCHASE

MIS Director Dave Drews explained the request for a security monitoring system, which is only sold by Sergeant Laboratories, Inc. This product will assist in internal investigations and is paid for through a grant.

MOTION: On motion by Koch, second by Wingers, the Committee approved the sole source request.

HHS – ALLOCATE MAT FUNDING TO NNAI FOR REMAINDER OF BUDGET YEAR 2020 & BUDGET YEAR 2021

HHS Director Heather Gove explained that with Madison Trauma Therapy leaving the area, she would like to move funding back in-house. She is asking for the NNAI worker to use MAT funding to take on those clients.

MOTION: On motion by Foley, second by Wingers, the Committee approved allocating MAT funding to NNAI for the remainder of budget year 2020 and budget year 2021. Approval not unanimous.

HHS – 2021 POSITION REQUEST-INCREASE HOURS FROM 37.5 HRS/WK TO 40.0 HRS/WK-MARKETING & OUTREACH COORDINATOR (ADRC)

This position would be able to start December 1, 2020 through September 30, 2021, through the grant. Once the grant runs out, the hours would go back to 37.5 hrs/wk.

MOTION: On motion by Koch, second by Foley, the Committee approved the request to increase the hours for the Marketing & Outreach Coordinator from 37.5 to 40 hrs/wk for the duration of the grant and with the start date changed to December 1, 2020 on the request form.

HHS – 2021 POSITION REQUEST-INCREASE HOURS FROM 75% TO 100%-BHLTS SOCIAL WORKER

Next year the MAT funding will go to 75%. Director Gove would like to use the NNAI/MAT funding to increase the hours to 100%.

MOTION: On motion by Foley, second by Wingers, the Committee approved the request to use MAT funds for the Social Worker NNAI position to bring the MAT program in-house and bring the position from 75% to 100%.

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LINE ITEM TRANSFERS/CHANGE IN OUTLAY

Facilities Management

Facilities Management Director Cory Wiegel presented the following line item transfer requests:

MOTION: On motion by Koch, second by Wingers, the Committee approved the request to transfer \$2,700 from the LEC Video Recorder account to the Jail/Huber Outlay account to upgrade the Pod 2 computer in the Jail Control Room.

MOTION: On motion by Koch, second by Foley, the Committee approved the request to transfer \$1,000 from the Administration Building Equipment Repair account and \$1,400 from the LEC Building Repair account to the Administration Building Operating Expense account to cover the cost of 4ft. LED lights in the Accounting Office and Treasurer's Office due to failing fluorescent lighting.

MOTION: On motion by Foley, second by Polzer, the Committee approved the request to transfer \$13,000 from the Jail/Huber Operating Expense account and \$3,000 from the LEC Equipment Repair account to the Jail/Huber Equipment Repair account to cover the various repairs to the Huber, Rio, and Cambria emergency generators.

MOTION: On motion by Koch, second by Wingers, the Committee approved the request to transfer \$2,000 from the Courthouse Building Repairs account and \$1,000 from the LEC Equipment Repairs account to the Courthouse Equipment Repairs account to cover the cost of repairs to the cooling tower and Liebert.

RESOLUTION – 2021 ACROSS THE BOARD (ATB) SALARY INCREASE FOR COUNTY EMPLOYEES

MOTION: On motion by Foley, second by Polzer, the Resolution – 2021 Across the Board (ATB) Salary Increase for County Employees Other than Sheriff's Sworn Union Staff was approved.

*FACILITIES MANAGEMENT DEPARTMENT MANAGEMENT AND ORGANIZATION

Human Resources Director Joseph Ruf III explained that there is nothing more to discuss at this time.

REVIEW OF COUNTY FINANCES

Comptroller Lois Schepp gave an overview on the County finances.

UPDATE ON COVID-19 RELATED COSTS & REVENUES

Accounting Supervisor/Project Manager Shonna Neary gave an overview on COVID-19 related costs and revenues. The final claim to the State is due November 18, 2020.

RESOLUTION – CORONAVIRUS EMERGENCY SUPPLEMENTAL GRANT AWARD (CESF)

Neary explained that she was contacted by the State for supplemental funds for COVID-19. The \$57,969 will be used to purchase and install Global Plasma Solutions Bipolar Ionizations units on the Air Handler Units at the Law Enforcement Center and County Jail.

MOTION: On motion by Koch, second by Polzer, the Committee approved the Resolution – Coronavirus Emergency Supplemental Grant Award (CESF).

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UPDATE ON THE RLF PROGRAM/CLOSEOUT

Schepp gave an update on the RLF Program/Closeout. She said they have started working on the application and are working closely with Highway Commissioner Chris Hardy to get all of the information for the projects. In December 2020, there will need to be a public hearing on the projects. The application needs to be turned into the State January 1, 2021. In order to use the money, projects must be in low-to-moderate income communities or slum and blight.

ADOPT 2021 BUDGET RESOLUTION

MOTION: On motion by Koch, second by Foley, the Committee approved the Resolution – Adopt 2021 Budget and Levy Property Tax.

RESOLUTION – AUTHORIZE TRANSFER OF FUNDS FOR PORTAGE FIRE DEPARTMENT HAZMAT UNIT REIMBURSEMENT

MOTION: On motion by Koch, second by Wingers, the Committee approved the Resolution – Authorize Transfer of Funds for Portage Fire Department Hazmat Unit Reimbursement.

ADJOURNMENT

MOTION: On motion by Koch, second by Foley, the meeting was adjourned at 10:50 a.m.

Next Meeting: December 10, 2020

Respectfully Submitted:



JoAnn Wingers, Finance Committee Secretary



Sarah Parker, Recording Secretary

CC: Finance Committee
County Board Chair
Lois Schepp

Joseph Ruf III
Susan M. Moll
Internet