



COLUMBIA COUNTY

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COLUMBIA COUNTY FINANCE COMMITTEE MINUTES NOVEMBER 8, 2023

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

ALSO PRESENT: County Board Chair Chris Polzer, Joseph Ruf III, Shonna Neary, Sarah Parker, Amy Yamriska, David Drews, Heather Gove, Jesica Walter, John Grams, Roger Brandner, Stacy Opalewski, Chris Hardy, Julie Kayartz, and Ellen Ellingsworth

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

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

MINUTES

MOTION: On motion by Miller, second by Richmond, the following Finance Committee meeting minutes were approved:

- September 15, 20, 21, 22, 25 & 28, 2023
- October 11, 2023

VOUCHERS

MOTION: On motion by Brusveen, second by Miller, monthly expenditures for October 6, 2023 through November 2, 2023 for the Treasurer's Office for a total of \$1,324.85 and the Accounting Department for a total of \$8,268.03 were approved.

Total Treasurer/Accounting: \$9,592.88

MOTION: On motion by Richmond, second by Brusveen, the monthly disbursement journal (all departments) from October 6, 2023 through November 2, 2023 was approved for a total of \$3,133,426.31.

MOTION: On motion by Miller, second by Brusveen, County Board Payroll for October 2023 paid in November 2023 was approved for a total of \$7,397.80.

HEALTH CARE CENTER – APPROVE EQUITY

Columbia Health Care Center Administrator Amy Yamriska explained an emergency purchase was made due to the water softeners failing. She is requesting \$10,625 to be applied from HCC Equity to cover the purchase. This expense was included in the 2024 budget. Those funds will not be used.

MOTION: On motion by Brusveen, second by Miller, the Committee approved applying \$10,625 from HCC Equity to cover the purchase of the water softeners from Capital Outlay.

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MIS – LINE ITEM TRANSFER

MIS Director David Drews explained there was an increase in electronic waste this year because of the replacement of monitors throughout the County.

MOTION: On motion by Miller, second by Richmond, the Committee approved the line item transfer of \$3,000 from the Other Equipment Account to the Contracted Services Account to cover the overage.

HHS – ORDINANCE-AMEND CHAPTER 7.07-PUBLIC HEALTH FEES

Health & Human Services Director Heather Gove explained the updates to the fees:

HEALTH AND HUMAN SERVICES	
Type	Cost
<i>(3) Public Health Division Fees</i>	
Immunizations – Hepatitis B	\$55.00 per dose or \$165.00 per series of 3 <u>\$60.00 per dose or</u> <u>\$180.00 per series of 3</u>
<i>Reproductive Health</i>	
<u>New Office Visit</u> <u>15-29 minutes</u> <u>30-44 minutes</u> <u>45-59 minutes</u>	<u>\$75.00</u> <u>\$125.00</u> <u>\$175.00</u>
<u>Office Visit-Follow up</u> <u>0-9 minutes</u> <u>10-19 minutes</u> <u>20-29 minutes</u> <u>30-39 minutes</u>	<u>\$30.00</u> <u>\$60.00</u> <u>\$90.00</u> <u>\$120.00</u>
<u>Dispensing fee</u>	<u>\$120.00</u>
<u>Lab Services</u> <u>Chlamydia</u> <u>Gonorrhea</u> <u>Trichomonas vaginalis</u> <u>Pregnancy test</u> <u>Shipping/Lab Handling fee</u>	<u>\$50.00</u> <u>\$50.00</u> <u>\$50.00</u> <u>\$15.00</u> <u>\$10.00</u>

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HEALTH AND HUMAN SERVICES	
Type	Cost
<u>Medication</u>	
<u>Jasmiel</u>	<u>\$5.65</u>
<u>Aubra EQ</u>	<u>\$5.65</u>
<u>Lyleq</u>	<u>\$5.65</u>
<u>Depo Provera</u>	<u>\$40.11</u>
<u>Azithromycin</u>	<u>\$0.24</u>
<u>Doxy</u>	<u>\$0.14</u>
<u>Ceftriaxone</u>	<u>\$0.73</u>
<u>Metronidazole</u>	<u>\$0.14</u>
<i>Courses</i>	
<u>Heart Saver/ BLS Course</u>	<u>\$75.00</u>
<u>Renewal Course</u>	<u>\$50.00</u>

MOTION: On motion by Miller, second by Richmond, the Committee approved the updates to Chapter 7.07- Public Health Fees. Approval not unanimous.

HHS – RESOLUTION-ACCEPT LPHD PUBLIC HEALTH INFRASTRUCTURE GRANT

Gove explained the Health & Human Services Public Health Division was allocated \$182,903 in grant funds by the Wisconsin Department of Health Services through November 30, 2027.

MOTION: On motion by Richmond, second by Miller, the Committee approved the Resolution-Accept LPHD Public Health Infrastructure Grant of \$182,903 to be accounted for in business unit 4630.

LAND INFORMATION – RESOLUTION-ACCEPT NEXT GENERATION 9-1-1 GIS GRANT PROGRAM

Land Information Director John Grams explained the Wisconsin Department of Military Affairs/Office of Emergency Communications allocated \$71,250 in grant funds to use towards data creation, preparation, and remediation activities necessary for enabling Next Generation 9-1-1. Upon acceptance of the grant, the Land Information Department must provide a 5% match of \$3,750. The funding is available in the Land Records Trust restricted equity account.

MOTION: On motion by Brusveen, second by Miller, the Committee approved the Resolution-Accept Next Generation 9-1-1 GIS Grant Program of \$75,000 to be accounted for in business unit 1727 and the required match of \$3,750 to be funded from Land Records Trust restricted equity account.

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SHERIFF – RESOLUTION-ACCEPT PSAP GRANT

Sheriff Brandner explained the Wisconsin Department of Military Affairs/Office of Emergency Communications allocated \$515,054 of grant funds for the consolidation of services for the Wisconsin Dells dispatch center. Upon acceptance of the grant, the Sheriff's Office must provide a 10% match of \$57,228. The funding is available in the 9-1-1 account and 9-1-1 restricted equity account.

MOTION: On motion by Miller, second by Brusveen, the Committee approved the Resolution-Accept PSAP Grant of \$572,282 to be accounted for in business unit 2913 and the required match of \$57,228 to be funded from the 9-1-1 account and 9-1-1 restricted equity account.

SHERIFF – WISCONSIN DELLS DISPATCH UPDATE

Brandner informed the Committee that the Sheriff's Office continues to work through the transfer of services for the Wisconsin Dells dispatch center. Currently, the County is assisting in the Dells dispatch center. The County is billing the Wisconsin Dells for their services.

Comptroller Shonna Neary explained the Department of Revenue approved the transfer of services levy adjustment. Wisconsin Dells will reduce their levy \$216,124 and Columbia County will increase their levy \$322,370.

SHERIFF – POSITION REQUEST-DISPATCHER

Brandner explained the position request is for a dispatcher for the Wisconsin Dells dispatch services.

MOTION: On motion by Miller, second by Brusveen, the Committee approved the request for a dispatcher at Grade I, Step 6 for the Wisconsin Dells dispatch services.

SHERIFF – CHANGE IN OUTLAY

Brandner explained a server is failing and needs to be replaced. This is a priority over the camera replacements that were originally budgeted in Capital Outlay-Building Security/Camera System.

MOTION: On motion by Richmond, second by Brusveen, the Committee approved the Change in Outlay of \$20,612 from Camera Replacement/Replace Failed Cameras to Server Replacement to purchase a server.

TREASURER'S REPORT

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

RESOLUTION – CONDEMNATION COMMISSION COMPENSATION

Clerk of Courts Julie Kayartz explained the Condemnation Commission compensation rates haven't been increased since 2016 and are no longer sufficient to attract and retain individuals willing to serve on the Condemnation Commission. Funds for the Condemnation Commission compensation and expenses are included in the 2023 Clerk of Circuit Courts Budget. Future Condemnation Commission costs will be included in the Court Operations 2024 Budget.

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MOTION: On motion by Miller, second by Richmond, the Committee approved the Resolution-Condemnation Commission Compensation for \$24 per hour for the Chairperson and \$20 per hour for the other committee members.

HIGHWAY – CHANGE IN OUTLAY

Neary explained the two (2) pick-up trucks are over budget. Funds are available from the Rosco sweeper and the fuel system software which are under budget.

MOTION: On motion by Miller, second by Richmond, the Committee approved the Change in Outlay of \$4,260 from the Rosco Sweeper and Fuel System Software to the Pick-Up Trucks (2) to cover the overage.

HIGHWAY – FOREMAN COMPENSATION REVIEW

HIGHWAY – PATROLMAN COMPENSATION REVIEW

HIGHWAY – EQUIPMENT OPERATOR COMPENSATION REVIEW

Human Resources Director Joseph Ruf III stated the Human Resources Committee reviewed and approved the 2024 compensation requests for the Foreman, Patrolman, and Equipment Operator positions. The request includes reclassing one Highway Foreman to Equipment Operator and eliminating one Patrolman and one Mechanic. The compensation increase would be funded within the current proposed Highway budget.

- Patrolman (33) – Increase from Grade H to Grade I
- Equipment Operators (18) – Increase from Grade I to Grade J
- Foreman (9) – Increase from Grade J to Grade K

MOTION: On motion by Miller, second by Brusveen, the Committee approved the compensation requests as presented.

HIGHWAY – COUNTY AID AND BRIDGE AID RESOLUTIONS

Highway Commissioner Chris Hardy presented the Resolutions.

MOTION: On motion by Miller, second by Brusveen, the Committee approved the Resolution-Adopt 2024 Bridge Construction Budget and Levy Property Tax of \$151,070.

Hardy is adjusting funds within his budget to increase personnel rates. Total expenditures and levy will stay the same. The Highway Committee will need to meet before County Board on November 14, 2023, to approve the revised Resolution.

MOTION: On motion by Miller, second by Richmond, the Committee approved the revised Resolution-Adopt 2024 Highway Road Construction, Maintenance, and Administration Budgets contingent on Highway Committee approval.

LINE ITEM TRANSFERS/CHANGE IN OUTLAY

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

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RESOLUTION – ADOPT 2024 BUDGET AND LEVY PROPERTY TAX

Neary presented the 2024 budget resolution and indicated the transfer of services for Wisconsin Dells dispatch levy increase is included. This will go to the full County Board on November 14, 2023 for approval.

MOTION: On motion by Miller, second by Richmond, the Committee approved the Resolution-Adopt 2024 Budget and Levy Property Tax of \$29,636,680.

AMERICAN RESCUE PLAN ACT OF 2021

Neary reviewed the ARPA Summary. The County Clerk-Glass Partition, Emergency Management-Siren Receivers, MIS-Fiber Optic, and Sheriff-Tire Deflation Devices will be going to the November 9, 2023 Executive Committee for approval.

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 9:30 a.m.

Next Meeting: December 13, 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