



COLUMBIA COUNTY

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COLUMBIA COUNTY FINANCE COMMITTEE MINUTES NOVEMBER 9, 2017

MEMBERS PRESENT: Chairman John H. Tramburg, Supervisors Mary Cupery, James E. Foley, and Dan Drew

ABSENT: Mike Weyh

ALSO PRESENT: County Board Chair Vern E. Gove, Lois Schepp, Shonna Neary, Joseph Ruf III, Mat Schneider, Andy Ross, Clint Starks, Cathy Karls, Cory Wiegel, Kathleen Haas, and Lyn Jerde (PDR)

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

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

MINUTES

MOTION: On motion by Cupery, second by Drew, the minutes of the October 5, 2017 Finance Committee meeting were approved.

MOTION: On motion by Drew, second by Cupery, the minutes of the October 12, 2017 Finance Committee meeting were approved.

MOTION: On motion by Foley, second by Drew, the minutes of the September 14, 2017 Finance Committee and Joint Finance and Public Safety Committee meetings were approved.

MOTION: On motion by Foley, second by Drew, the following Finance Committee meetings were approved as amended:

- September 15, 18, 19, 21, 22, 27, and 29, 2017

VOUCHERS

Shonna Neary joined the meeting to review expenditures for the month.

MOTION: On motion by Drew, second by Foley, monthly expenditures for the Accounting Department from October 11 through November 6, 2017 were approved for a total of \$24,995.12.

MOTION: On motion by Drew, second by Foley, monthly expenditures for the Treasurer's Office from October 11 through November 6, 2017 were approved for a total of \$1,099.30.

Total Accounting/Treasurer Expenditures: \$26,094.42

MOTION: On motion by Foley, second by Drew, County Board Payroll for October meetings paid in November was approved for a total of \$9,982.80.

COLUMBIA COUNTY
FINANCE COMMITTEE MINUTES
NOVEMBER 9, 2017

MOTION: On motion by Foley, second by Drew, the monthly disbursement journal (all departments) for October 11 through November 6, 2017 was approved for a total of \$5,549,496.89.

MOTION: On motion by Drew, second by Foley, the Prepaid Expenses for October 11 through November 6, 2017 were approved for a total of \$844.64.

HIGHWAY-COUNTY AID BRIDGE RESOLUTION

Accounting Supervisor Mat Schneider summarized the 2018 Highway resolutions.

MOTION: On motion by Foley, second by Drew, the Highway Committee resolution for 2018 County Aid Bridge Construction was approved.

HIGHWAY-COUNTY AID CONSTRUCTION AND MAINTENANCE RESOLUTION

MOTION: On motion by Drew, second by Foley, the Highway Committee resolution for 2018 County Aid Construction and Maintenance resolution was approved.

HIGHWAY-LINE ITEM TRANSFER FOR WYOCENA BOILERS

The boilers at the Wyocena shop require replacement. Bleich Heating & Air Conditioning LLC submitted the low cost proposal in the amount of \$30,800. Funds will be transferred from Highway Unreserved Equity to cover the replacement.

MOTION: On motion by Foley, second by Cupery, the Committee approved the request to transfer \$30,800 from the RE-Unreserved account to the Capital Outlay-Buildings account to replace the boilers at the Wyocena shop.

HHS-LINE ITEM TRANSFER

Behavioral Health Division Administrator Clint Starks and Assistant Comptroller Cathy Karls presented the Health & Human Services line item transfer. The request is for Columbia County to cover the cost of tuition for an online education program for the Medication Assisted Recovery Coordinator, to become a certified Substance Abuse Counselor. This tuition request was previously removed from the Health & Human Services 2018 budget. Since there are dollars available in the 2017 budget, they want to put it towards the online education program. The County would be investing \$2,250 towards the online class only and Coordinator Stacy Davenport would be responsible for any remaining fees. She has agreed to sign a five year contract with Columbia County and pay back any funds if she were to leave the County within the time period.

MOTION: On motion by Drew, second by Cupery, the Committee approved the request to transfer \$2,250 from the Program Costs account to the Training/Conventions account to cover the cost of tuition for the online Substance Abuse Counselor Program.

REVIEW CCEDC FUNDING PLACE IN CONTINGENCY

CCEDC President Andy Ross gave a status report on the organization. The Committee discussed whether or not to keep 50% of the budget in contingency. There was also discussion on giving voting privileges to Columbia County Board Supervisors, on the Economic Development Corporation.

REVIEW CCEDC FUNDING PLACE IN CONTINGENCY, CONTINUED

MOTION: On motion by Drew, second by Cupery, the Committee approved moving funds out of Contingency for CCEDC and Tourism.

ROLL CALL VOTE: Ayes-3, as follows: Tramburg, Cupery, and Drew
Noes-1, as follows: Foley

MOTION: On motion by Foley, second by Drew, the Committee is requesting the Economic Development Corporation to add Tramburg as a voting member, as well as an additional County member with voting privileges.

UW-EXTENSION-LINE ITEM TRANSFER

Kathleen Haas explained to the Committee that with an increased number of participants in the F.L.A.G. program, additional funds are necessary to offset expenses already incurred and the anticipated expenses for the 2017-2018 class of students.

MOTION: On motion by Drew, second by Cupery, the line item transfer request to transfer \$1,200 from the Educational account to the F.L.A.G. Expenses account to offset expenses was approved.

BUILDINGS AND GROUNDS-CHANGE IN OUTLAY

Buildings and Grounds Director Cory Wiegel joined the meeting to explain the change in outlay request. The burnisher purchased was \$5,343 less than what was budgeted. Next year's capital outlay for the Courthouse did not include a tile scrubber. He wants to use remaining funds from this year to purchase one. This can be used at the old Health and Human Services building for the first six months of the year to clean up the tile floors, then it would be moved to the Courthouse permanently.

MOTION: On motion by Foley, second by Drew, the Committee approved using \$3,250 of remaining funds from the purchase of a burnisher to purchase a tile scrubber, contingent on governing committee approval.

LINE ITEM TRANSFERS/CHANGE IN OUTLAY

Highway-Change in Outlay

The Highway Committee approved a proposal from Grothman & Associates S.C. to provide site planning for submission to the City of Portage. Grothman will also provide storm water plans. The cost of the two plans are not to exceed \$6,500. They will use savings from capital outlay purchases.

MOTION: On motion by Cupery, second by Drew, the Committee approved using \$6,500 of remaining funds from the following capital outlay items to put towards site planning and storm water plans for the Portage Salt Shed:

\$2,200	Tractors
\$902	Batwing Mowers
\$950	Skid Loader Trailer
\$2,448	Trucks

Columbia Health Care Center-Change in Outlay

MOTION: On motion by Foley, second by Drew, the change in outlay request to use \$3,400 for an Adjustable Height Mat Platform instead of a Medical/Rehab Treadmill was approved.

Columbia Health Care Center-Line Item Transfer

MOTION: On motion by Foley, second by Cupery, the Committee approved the request to transfer \$500 from the Outlay Building Improvement account to the Outlay Plant Operations account to put towards the purchase of a new skid loader.

ADOPT 2018 BUDGET AND LEVY PROPERTY TAX RESOLUTION

Approve Adjustment for Prior Years Unused Levy Carryforward

Computed by the State of Wisconsin, this adjustment would add \$344,675 onto the 2018 Columbia County Property Tax Levy. These additional funds are needed to offset new building maintenance and sheriff personnel increases.

ROLL CALL VOTE: Ayes-4, as follows: Tramburg, Cupery, Foley, and Drew
Noes-0

MOTION: On motion by Drew, second by Foley, the Committee approved the Adjustment for Prior Years Unused Levy Carryforward Resolution.

Adopt 2018 Budget and Levy Property Tax

MOTION: On motion by Foley, second by Drew, the Resolution to Adopt the 2018 Budget and Levy Property Tax was approved.

ADJOURNMENT

MOTION: On motion by Foley, second by Drew, the meeting was adjourned at 10:25 a.m.

Next Meeting: December 14, 2017

Respectfully Submitted:



Mike Weyh, Finance Committee Secretary



Sarah Parker, Recording Secretary

CC: Finance Committee
County Board Chair
Lois Schepp

Joseph Ruf III
Susan M. Moll
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