



# COLUMBIA COUNTY

Accounting Office

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## COLUMBIA COUNTY FINANCE COMMITTEE MINUTES NOVEMBER 9, 2022

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

ALSO PRESENT: County Board Chair Chris Polzer, Shonna Neary, Susan Fisher, Brenda Yaskal, Chris Hardy, Amy Yamriska, Bob Koch, Greg Bisch, Sheriff Brandner, Jason Willemarck, Marcus Bentley, and Jonathan Stefonek (Lodi Enterprise/Poynette Press)

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

County Board Chair Chris Polzer informed the Committee that Supervisor Matthew Rohrbeck has been removed from the Finance and Executive Committees effective November 8, 2022.

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

### MINUTES

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

- September 21, 22, 23, 26, 27 and 30, 2022
- October 12, 2022

### PUBLIC INPUT

Marcus Bentley

Mr. Bentley was present and voiced concern with the promenade on Lake Wisconsin.

### VOUCHERS

MOTION: On motion by Miller, second by Brusveen, monthly expenditures for October 7, 2022 through November 3, 2022 for the Treasurer's Office for a total of \$1,486.14 and the Accounting Department for a total of \$233,958.82 were approved.

Total Treasurer/Accounting/CDBG Projects: \$235,444.96

MOTION: On motion by Richmond, second by Miller, the monthly disbursement journal (all departments) from October 7, 2022 through November 3, 2022 was approved for a total of \$4,113,142.35.

MOTION: On motion by Miller, second by Brusveen, County Board Payroll for October 2022 paid in November 2022 was approved for a total of \$10,304.27.

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HEALTH CARE CENTER – SOLE SOURCE APPROVAL

Health Care Center Administrator Amy Yamriska explained the outlay request was approved for the nurse call system and now a sole source approval is needed. The request is for the current company to complete the upgrade for \$22,000.

MOTION: On motion by Brusveen, second by Miller, the Committee approved the Sole Source Request for the nurse call system in the amount of \$22,000.

DISTRICT ATTORNEY – LINE ITEM TRANSFER

District Attorney Brenda Yaskal explained the request for monitors (12). 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 Brusveen, second by Miller, the Committee approved the request to transfer \$1,260 from the Court Costs Account, utilize \$540 from the remaining balance in Outlay, and apply \$1,800 to the Outlay Account to cover the cost of monitors (12).

EMERGENCY MANAGEMENT – LINE ITEM TRANSFER

Emergency Management Coordinator Bob Koch explained the need to update the server and id card printer. There is currently \$5,060 available, but an additional \$4,800 is needed to cover the cost.

MOTION: On motion by Miller, second by Richmond, the Committee approved the request to transfer \$4,100 from the Other Supplies Account, \$700 from the Equipment Account, and apply \$4,800 to the Outlay Account to cover the shortfall.

FACILITIES MANAGEMENT – ADMINISTRATION AC PIPING FUNDING SOURCE

Facilities Management Director Jason Willemarck explained a water pipe leak for the air conditioner in the Administration Building. The warranty was only for one year and has expired. The emergency purchase of \$6,406.80 will need to come out of the Capital Improvements Fund.

MOTION: On motion by Richmond, second by Miller, the Committee approved the cost of \$6,406.80 coming out of the Capital Improvements Fund to cover the cost of repairs.

HIGHWAY – COUNTY AID AND BRIDGE AID RESOLUTIONS

Highway Commissioner Chris Hardy presented the Resolutions.

MOTION: On motion by Richmond, second by Miller, the Committee approved the Resolution – Adopt 2023 Bridge Construction Budget and Levy Property Tax.

MOTION: On motion by Miller, second by Richmond, the Committee approved the Resolution – Adopt 2023 Highway Road Construction, Maintenance, and Administration Budgets.

HIGHWAY – CDL TRAINING PROGRAM

Hardy gave a summary on Commercial Driver License (CDL) requirements, the proposed Highway Department Operations Training Program, and the Entry Level Driver Training Agreement. The cost will be covered under the CTH Maintenance budget.

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MOTION: On motion by Richmond, second by Miller, the Committee approved moving forward with the Highway Department CDL Training Program. Approval not unanimous.

HIGHWAY – SOLE SOURCE APPROVAL

Hardy explained the need for four (4) wedge style brine tanks. These are one of a kind and they are only able to get them through one (1) manufacturer.

MOTION: On motion by Miller, second by Richmond, the Committee approved the Sole Source Request for four (4) wedge style brine tanks in the amount of \$50,000.

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

Hardy gave an update on the Highway, Health Care Center, and Elevator Projects. Projects will be finalized and ready for close-out in December.

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. There are currently no new requests. A couple requests are going back to the Executive Committee on November 10, 2022 for more clarification.

She informed the Committee that she submitted for the additional ARPA funding under the Local Assistance and Tribal Consistency Fund allocation: 2022 - \$50,000 and 2023 - \$50,000. It's additional funding for lost revenues during COVID. There is no timeframe on when the funds need to be spent and will be put into an equity account for future use.

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.

RESOLUTION – ADOPT 2023 BUDGET AND LEVY PROPERTY TAX

MOTION: On motion by Miller, second by Richmond, the Committee approved the Resolution – Adopt 2023 Budget and Levy Property Tax.

2023 BUDGET FINALIZATION

No discussion was held.

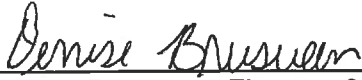
ADJOURNMENT

MOTION: On motion by Miller, second by Richmond, the meeting was adjourned at 9:34 a.m.

Next Meeting: December 14, 2022

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Respectfully Submitted:



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Denise Brusveen, Finance Committee Secretary



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Sarah Parker, Recording Secretary

CC: Finance Committee  
County Board Chair  
Shonna Neary

Joseph Ruf III  
Susan M. Moll  
Internet