



COLUMBIA COUNTY

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COLUMBIA COUNTY FINANCE COMMITTEE MINUTES DECEMBER 9, 2021

MEMBERS PRESENT: Chairman Matthew L. Rohrbeck, Supervisors James E. Foley, Bob Koch, Christopher Polzer and JoAnn Wingers

ALSO PRESENT: County Board Chair Vern E. Gove, Lois Schepp, Shonna Neary, Joseph Ruf III, Heather Gove, Bob Lambert, Chris Hardy, Dave Drews, Greg Bisch, Greg Kaminski, Jonathan Stefonek (Poynette Press/Lodi Enterprise), Kurt Calkins, and Cathy Karls

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

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

MINUTES

MOTION: On motion by Koch, second by Polzer, the Committee approved the November 3, 2021 meeting minutes.

VOUCHERS

MOTION: On motion by Foley, second by Wingers, monthly expenditures for October 29 through December 2, 2021 for the Treasurer's Office for a total of \$1,442.15 and the Accounting Department for a total of \$13,477.68 were approved.

Total Treasurer/Accounting: \$14,919.83

MOTION: On motion by Wingers, second by Foley, the monthly disbursement journal (all departments) from October 29 through December 2, 2021 was approved for a total of \$3,711,025.19.

MOTION: On motion by Foley, second by Wingers, County Board Payroll for November 2021 meetings paid in December 2021 was approved for a total of \$9,520.88.

SHERIFF – LINE ITEM TRANSFER

Chief Deputy Greg Bisch is requesting to transfer \$94,800 from the Prisoner Food Account to the Outlay Sheriff Autos Account. Due to the jail holding fewer inmates, there is money available to put towards the purchase of two squads. To better offset the 2023 budget, the Sheriff will then request to carry over these funds into 2022 to purchase 2023 models later in 2022.

MOTION: On motion by Polzer, second by Wingers, the Committee approved transferring \$94,800 from the Prisoner Food Account to the Outlay Sheriff Autos Account to put towards the purchase of two squads. Approval not unanimous.

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SOLID WASTE – UPDATE/TIMELINE FOR THE RECYCLING UPGRADE PROJECT

Solid Waste Director Greg Kaminski showed the Committee the layout of the Recycling Upgrade Project. Machinex should be onsite February 24, 2022 to begin installation. He is anticipating a portion of the system being shut down from March 4 - April 4, 2022 due to the install. Machinex said they could reduce the project by six days by having a second shift, but it will cost an additional \$25,000. Greg informed the Committee that the electrical is currently at its max. He said if they needed to add on in the future, they would need to expand. The cost to update the electrical would be \$6,000. Machinex sent Greg a Change Order for the electrical upgrade so he can take it to Solid Waste Committee in January.

The DNR informed Greg that garbage cannot be outside anymore. He is hoping to use ARPA funds to be able to move the garbage inside.

The bid for the floor will be issued in January.

The transfer station floor is now going to be used with ARPA funds.

Solid Waste has money in the project contingency and from budgeted items they no longer need that can be used for these projects.

The Finance Committee would like a monthly update emailed to them on the Project.

SOLID WASTE – ORDINANCE-CHANGE IN FEES

Solid Waste Director presented the following amendments to Chapter 7 - Fees:

- Tipping Fees \$~~67.00~~69.00 per ton
- Brush/~~Leaves/~~Grass/Ag Bags \$40.00 per ton

Price List ~~1/1/2021~~ 1/1/2022
 Container Rental/Garbage
 (Commercial/County/Departments)

Size	Every Other Week	Weekly	Twice A Week	Monthly	Additional Pickup	Customer Owned Pickup
2 Cubic Yd	\$57.00 59.00	\$82.00 84.00	\$139.00 143.00		\$30.00	\$40.00
4 Cubic Yd	\$65.00 67.00	\$100.00 103.00	\$168.00 173.00		\$30.00	\$40.00
6 Cubic Yd	\$77.00 79.00	\$118.00 121.00	\$196.00 202.00	\$65.00 67.00	\$50.00	\$55.00
8 Cubic Yd	\$85.00 87.00	\$136.00 140.00	\$222.00 229.00		\$50.00	\$55.00
10 Cubic Yd	\$106.00 109.00	\$168.00 173.00	\$274.00 282.00		\$50.00	

Container Rental/Recycling

Size	Every Other Week	Weekly	Twice A Week	Monthly	Additional Pickup
2 Cubic Yd	\$45.00 46.00	\$67.00 69.00	\$106.00 109.00		\$30.00
4 Cubic Yd	\$49.00 50.00	\$72.00 74.00	\$113.00 116.00	\$61.00 62.00	\$30.00
6 Cubic Yd	\$53.00 55.00	\$75.00 77.00	\$116.00 119.00		\$30.00
8 Cubic Yd	\$57.00 59.00	\$77.00 79.00	\$119.00 122.00		\$30.00
10 Cubic Yd	\$67.00 69.00	\$84.00 86.00			

- Cart Rental Contracts: Garbage ~~\$42.00~~43.00/month; Recycling ~~\$40.00~~41.00/month
- County Hauling Rate: \$95.00

MOTION: On motion by Foley, second by Koch, the Committee approved the amendments to Chapter 7 – Fees.

SOLID WASTE – RESOLUTION TRANSFER FUNDS FOR SOLID WASTE ADMINISTRATIVE SECRETARY COMPENSATION

Kaminski explained the Resolution to increase the Administrative Assistant from 24 to 40 hrs./week.

MOTION: On motion by Wingers, second by Foley, the Committee approved the Resolution to increase the Administrative Assistant from 24 to 40 hrs./week. The amount of \$38,270 will be transferred from the 2022 Contingency Fund Account No. 9997 to the 2022 Solid Waste Account No. 3630. Approval not unanimous.

SOLID WASTE – COMPENSATION REVIEW – PART-TIME DROP-OFF ATTENDANT

Kaminski is requesting to increase the Town of Pacific Drop-Off Attendant from \$14/hour to \$16/hour.

MOTION: On motion by Koch, second by Wingers, the Committee approved increasing the Town of Pacific Drop-Off Attendant from \$14/hour to \$16/hour with the condition that this position will be removed from the County and be under the Town of Pacific in the 2023 Budget.

MIS – LINE ITEM TRANSFER

MIS Director Dave Drews explained that since the Software Maintenance Account will be under budget he wants to transfer \$2,000 to General Contracted Services to cover the overage from Vanguard/Diggers Hotline. They have been locating the County’s buried lines more often due to construction on the Highway 51 Project.

MOTION: On motion by Wingers, second by Polzer, the Committee approved the request to transfer \$2,000 from the Software Maintenance Account to the General Contracted Services Account to cover the overage due to the construction on the Highway 51 Project.

FACILITIES MANAGEMENT – LINE ITEM TRANSFER

Interim Director Bob Lambert explained that funds were needed to paint the Medical Examiner’s Office, lighting issues and door lock repairs.

MOTION: On motion by Wingers, second by Foley, the Committee approved transferring \$3,000 from the LEC Operating Account to the LEC Building Account to cover the cost of repairs.

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Lambert explained the importance of recharging the antifreeze system and getting it up to code. He said the glycol is only good for six years and it hasn't been tested since 2008.

MOTION: On motion by Foley, second by Polzer, the Committee approved transferring \$2,750 from the LEC Operating Account to the LEC Building Account to get the system up to code.

PLANNING & ZONING – LINE ITEM TRANSFER

Planning & Zoning Director Kurt Calkins explained that there is an overage due to extra copies for public hearings.

MOTION: On motion by Koch, second by Wingers, the Committee approved transferring \$900 from the Training/Conventions Account to the Copy Machine Account to cover the overage.

LINE ITEM TRANSFER

Other than what was previously discussed, no line item transfers/change in outlay were discussed.

HHS – POSITION REPLACEMENT REQUEST – PART-TIME DEMENTIA CARE SPECIALIST

HHS Director Heather Gove explained that the State allocated \$40,000 to the Columbia County ADRC. These funds would cover a Dementia Care Specialist position at 18.75 hours.

MOTION: On motion by Foley, second by Wingers, the Committee approved the request to create a new Dementia Care Specialist position at 18.75 hours with funds from the State.

*HHS – COMPENSATION REVIEW – PUBLIC HEALTH NURSE

CLOSED SESSION

MOTION: On motion by Koch, second by Foley, the committee went into closed session at 8:57 a.m. pursuant to sec. 19.85(1)(e), Wis. Stats., deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. [HHS – Compensation Review – Public Health Nurse].

ROLL CALL VOTE: Ayes: 5, as follows: Rohrbeck, Polzer, Foley, Koch, and Wingers
 Noes: 0

OPEN SESSION

MOTION: On motion by Koch, second by Polzer, and unanimous committee approval, the meeting reconvened in open session at 8:58 a.m.

MOTION: On motion by Koch, second by Polzer, the Committee approved increasing the Public Health Nurse from Grade K, Step 1 to Grade K, Step 7.

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AMERICAN RESCUE PLAN ACT OF 2021

Accounting Supervisor/Project Manager Shonna Neary gave an update on the ARPA funds. Some of the requests are just estimates. Executive Committee will reevaluate those once bids are received. Neary also explained that we are able to collect administration fees to account for all the work done on the project.

HIGHWAY – CHANGE IN OUTLAY

Highway Commissioner Chris Hardy explained that the Department incurred costs due to damaged plywood on the Dome #1 Roof that was unknown until the old roofing materials were removed. There are funds remaining from the plow trucks to put towards the repairs.

MOTION: On motion by Foley, second by Polzer, the Committee approved transferring \$840 from Tandem Axle Plow Trucks to Dome #1 Roof Replacement to cover the costs.

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

Hardy gave an overview on the projects.

A Change Order will need to be done with Terracon to have asbestos removed.

MOTION: On motion by Foley, second by Wingers, the Committee approved the \$21,000 Change Order through Terracon.

Asbestos was found in 6 out of the 10 places. Dirty Ducts was the low bidder and complied with Bid requirements.

MOTION: On motion by Foley, second by Wingers, the Committee approved the Bid from Dirty Ducts.

The Health Care Center video/security system project is going to be rebid to clarify and compare the inconsistencies in the bids. The remaining projects, including sprinklers, main elevator, and plumbing projects, are ready to approve. The Health Care Center will be getting two \$500,000 payments through CARES for infection control. Review is still being done to see if that money can be used for Health Care Center projects.

MOTION: On motion by Koch, second by Foley, the Committee approved the following projects to include CARES and ARPA funding:

Bidder	Department	Project
Rebid	Health Care Center	Video/Security System
Advanced Bldg Corp – Awarded	Courthouse/LEC/HCC	Elevators
Hooper Corp – Awarded	Health Care Center	Sprinklers and Plumbing

REVIEW OF COUNTY FINANCES

Comptroller Lois Schepp gave an overview on the County financials, 2021 budget changes, personnel reclassifications and changes, notable issues, and Accounting Department initiatives/projects.

Accounting Supervisor/Project Manager Shonna Neary gave an update on the Accounts Receivable project at Solid Waste.

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ACCOUNTING – POSITION REPLACEMENT REQUEST – ACCOUNTING AIDE

MOTION: On motion by Koch, second by Polzer, the Committee approved the Accounting Aide position due to a termination.

RESOLUTION – APPOINTMENT OF COUNTY COMPTROLLER/AUDITOR

MOTION: On motion by Rohrbeck, second by Polzer, the Committee approved the Resolution to appoint Shonna Neary as County Comptroller/Auditor Select.

APPROVE 2022 DEBT SERVICE PAYMENTS

MOTION: On motion by Wingers, second by Foley, the Committee approved the 2022 Debt Service payment schedule.

APPROVE 2022 MEETING DATES

The Committee reviewed 2022 meeting dates as follows:

- January 13, 2022
- March 10, 2022
- April 14, 2022
- May 12, 2022
- June 9, 2022
- July 14, 2022
- August 11, 2022
- September 15, 2022
- October 13, 2022
- November – TBD
- December 15, 2022

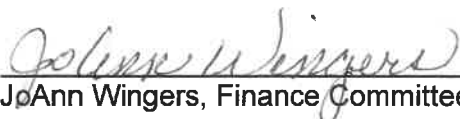
MOTION: On motion by Foley, second by Polzer, the Committee approved the meeting dates as presented.

ADJOURNMENT

MOTION: On motion by Polzer, second by Foley, the meeting was adjourned at 10:22 a.m.

Next Meeting: January 13, 2021

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