



COLUMBIA COUNTY

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COLUMBIA COUNTY FINANCE COMMITTEE MINUTES DECEMBER 12, 2019

MEMBERS PRESENT: Chairman Dan F. Drew, Supervisors James E. Foley, Barry Pufahl, and JoAnn Wingers

ABSENT WITH NOTICE: Matthew L. Rohrbeck

ALSO PRESENT: County Board Chair Vern E. Gove, Lois Schepp, Shonna Neary, Roger Brandner, Cory Wiegel, Dawn Woodard, Deborah Raimer, Angela Hinze, Greg Bisch, Becky Mulhern, and Katie Day

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

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

MINUTES

MOTION: On motion by Foley, second by Wingers, the minutes of the November 7, 2019 Finance Committee meeting were approved.

VOUCHERS

MOTION: On motion by Foley, second by Wingers, monthly expenditures for the Treasurer's Office from November 1 through December 9, 2019 were approved for a total of \$1,382.18.

MOTION: On motion by Pufahl, second by Foley, monthly expenditures for the Accounting Department from November 1 through December 9, 2019 were approved for a total of \$1,723.83.

Total Treasurer/Accounting: \$3,106.01

MOTION: On motion by Wingers, second by Foley, the monthly disbursement journal (all departments) for November 1 through December 9, 2019 was approved for a total of \$4,997,170.85.

MOTION: On motion by Foley, second by Wingers, County Board Payroll for November meetings paid in December was approved for a total of \$9,362.46.

SHERIFF – SPILLMAN CONTRACT ADDENDUM

Sheriff Roger Brandner explained that some of the modules are not necessary. He is requesting to keep the \$12,157 credit for any future needs.

MOTION: On motion by Pufahl, second by Wingers, the Committee approved the request to keep the \$12,157 credit. Approval not unanimous.

SHERIFF – LINE ITEM TRANSFERS/CHANGE IN OUTLAY

LINE ITEM TRANSFER

Due to changes in staffing and hiring new staff members, the uniform accounts have been depleted.

MOTION: On motion by Pufahl, second by Wingers, the Committee approved the request to transfer \$10,000 from the Sheriff Administration Gas/Oil Account and apply \$7,000 to the Sheriff Administration Uniforms Account and \$3,000 to the County Jail Uniforms Account to provide uniforms for current employees and new hires in 2019.

LINE ITEM TRANSFER

An additional server is required for storage/retention of body camera footage.

MOTION: On motion by Pufahl, second by Wingers, the Committee approved the request to transfer \$20,000 from the Medical/Physicals Account and \$15,000 from the Food Contract Account and apply \$35,000 to the Sheriff Capital Outlay 401 Account for an additional server for body camera footage.

CHANGE IN OUTLAY

Additional radars are needed in 2019 due to two that broke down.

MOTION: On motion by Wingers, second by Foley, the Committee approved transferring \$7,884 from Sheriff Admin. Capital Outlay to Radars.

MEDICAL EXAMINER – AMEND ORDINANCE TITLE 9-1-3 FEE SCHEDULE

Medical Examiner Angela Hinze explained the changes to the fee schedule.

MOTION: On motion by Foley, second by Pufahl, the Committee approved the Ordinance – Amend Title 9-1-3 Medical Examiner Fee Schedule.

EXEMPT SHERIFF/JAIL UNIFORMS FROM PURCHASE ORDER PROCESS

Accounting Supervisor/Project Manager Shonna Neary explained to the Committee that the Sheriff's Office needs to do a PO for uniforms because they are normally over \$500. They are requesting to exclude uniforms from the PO process because they are becoming cumbersome and uniforms are a requirement.

MOTION: On motion by Wingers, second by Pufahl, the Committee approved excluding Sheriff/Jail Uniforms from the purchase order process. Approval not unanimous.

FACILITIES MANAGEMENT – LINE ITEM TRANSFERS

Facilities Management Director Cory Wiegel presented the following line item transfers:

MOTION: On motion by Foley, second by Wingers, the Committee approved the request to transfer \$4,000 from the Facilities Management Software Account to the Admin. Bldg. DeWitt St. Building Repair Account to repair the Annex parking lot drain basins.

MOTION: On motion by Pufahl, second by Wingers, the Committee approved the request to transfer \$5,160 from the Jail/Huber Remodeling Account to the LEC Equipment Repair Account to cover the cost of a replacement pump on Boiler #2 and air conditioning unit repair.

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MOTION: On motion by Pufahl, second by Foley, the Committee approved the request to transfer \$15,000 from the Jail/Huber Operating Expense Account to the Jail/Huber Equipment Repair Account to repair the following:

- Lodi tower generator radiator
- Jail submersible elevator motor
- Frequency drive failure for Huber boiler #3
- Gas leak Jail boilers

MOTION: On motion by Wingers, second by Pufahl, the Committee approved the request to transfer \$1,660 from the HHS Bldg. Murphy Rd. Building Repair Account, \$1,160 from the HHS Bldg. Murphy Rd. Operating Expense Account, and \$500 from the Facilities Management Software Account and apply \$3,320 to the Administration Bldg. Edgewater St. Building Repair Account to cover the repair of the following:

- Roof drain leak investigation
- Roof repair
- Patch black top

MOTION: On motion by Wingers, second by Foley, the Committee approved the request to transfer \$4,890 from the Administration Bldg. Edgewater St. Equipment Repair Account and \$1,170 from the HHS Bldg. Murphy Rd. Equipment Repair Account and apply \$6,060 to the HHS Bldg. Mullett St. Equipment Repair Account to cover the cost of a leak within the main chiller.

HHS – INCREASE HOURS FOR MARKETING & OUTREACH COORDINATOR (ADRC)

Children & Families Division Administrator Katie Day and ADRC Director Becky Mulhern are requesting to increase hours for the Marketing & Outreach Coordinator from 37.5 to 40 hours/week. Grant funds will cover the additional hours from 1/1/20-9/30/20 and will sunset when the grant ends.

MOTION: On motion by Foley, second by Wingers, the Committee approved the request to increase the Marketing & Outreach Coordinator hours from 37.5 to 40 hours/week contingent on annual grant funding.

TREASURER – REQUEST TO REPURCHASE FORECLOSURE PROPERTY BY FORMER OWNER (PARCEL #11010 659)

MOTION: On motion by Foley, second by Pufahl, the Committee approved the request to repurchase foreclosure property Parcel #11010 659 in the Town of Dekorra.

LINE ITEM TRANSFERS/CHANGE IN OUTLAY

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

APPROVE 2020 DEBT SERVICE PAYMENTS

Comptroller Lois Schepp presented the 2020 debt service payment schedule.

MOTION: On motion by Foley, second by Wingers, the Committee approved the 2020 debt service payment schedule.

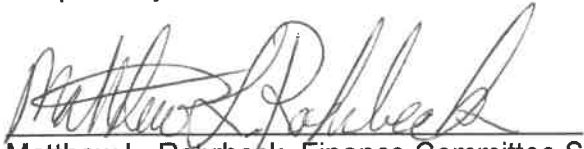
ADJOURNMENT

MOTION: On motion by Pufahl, second by Wingers, the meeting was adjourned at 8:52 a.m.

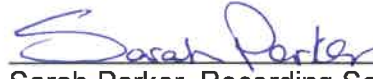
Next Meeting: January 9, 2020

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Respectfully Submitted:



Matthew L. Rohrbeck, Finance Committee Secretary



Sarah Parker, Recording Secretary

CC: Finance Committee
County Board Chair
Lois Schepp

Joseph Ruf III
Susan M. Moll
Internet