

COMMITTEE: FINANCE
DATE: OCTOBER 5, 2021
TIME: 10:00 A.M.
PLACE: FOREST COUNTY CHAMBER BUILDING

CALL TO ORDER

Chairman Lukas called the meeting to order at 10:00 a.m., and read the agenda.

ROLL CALL

Present: Campbell, Chaney, Collins, Gretzinger, Lukas

Absent:

Others Present: Nora Matuszewski, Alex Walrath, Jeff Musson, Mark Ferris

APPROVE AGENDA

Motion by Chaney to approve the agenda as presented, second by Gretzinger. All present voting (AYE).

Motion carried.

APPROVE MINUTES FROM THE SEPTEMBER 14, 2021 FINANCE MEETING

Motion by Campbell to approve the September 14, 2021 Finance minutes as presented, second by Gretzinger.

All present voting (AYE). Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS

None

DISCUSSION AND POSSIBLE ACTION ON THE P.A.C.E. PROGRAM AND RESOLUTION TO FORWARD TO THE FULL COUNTY BOARD FOR APPROVAL

The resolution and ordinance were discussed with corporation counsel and there were some questions to the wording of the resolution.

Motion by Chaney to approve joining the P.A.C.E. program by resolution and ordinance and forward to full county board, pending language changes as recommended by corporation counsel, second by Collins. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON AN AMENDMENT TO THE JAMES FARM PURCHASE

Motion by Collins to approve Lukas and Gretzinger to sign an amendment to the "Offer to Purchase," for the James Farm, to extend the closing date until November 19, 2021, second by Chaney. All present voting (AYE).

Motion carried.

Updates: Sales Tax

The sales tax was up again for last month and the projection for this year should surpass what was budgeted.

DISCUSSION ON THE FINANCIAL MANAGEMENT POLICY

No Action

DISCUSSION AND POSSIBLE ACTION ON THE 2022 BUDGET

The Clerk informed the committee of the health insurance costs not being finalized yet. The County health insurance agent informed the clerk of a possibility of a spike in insurance costs by the end of the year, which will drive up the premium costs to 2.5% and a change to the current policy coverages. The committee had already informed the agent to go out to bids so he has gathered all information to bid it. The Clerk figured 3% increase to the budget because the agent feels it can be accomplished for less.

The committee discussed future needs of the County and how funding will be accomplished with the current trends. Social Services has the need for two new full-time employees and one mandated by the state without any additional funding. The Health Department levy is down by \$75,000 this year because of Cares funding due to the pandemic, but, eventually this funding will be decreased requiring the need for levy once again. The committee will be looking at substantial shortfalls in the near future.

As the budget is figured right now, there is a \$195,919 deficit. The committee began looking at the costs and adjusting with calls to the department heads through the process:

- (09) County Board – travel expense increased from \$8,000 to \$10,000
- (17) Park revenues increase from \$100,000 to \$110,000 because of past revenues being above that amount
- (17) Park expenses – Remove Security personnel that has not been used - \$1600 plus fringe benefits
- (17) Park Miscellaneous expense – drop from \$700 to \$200
- (17) Park Minor repairs expense – drop from \$2,000 to \$1,000
- (17) Park Outlay expense – eliminate \$750 for supplies because there is a supply line item already existing that was increased by \$350 for the year
- (20) Maintenance – add tool allowance of \$250
- (20) Maintenance – decrease furnace/AC repairs from \$5,000 to \$2,500 (need inventory done on all tools)
- (21) District Attorney – decrease miscellaneous from \$1,000 to \$500
- (38) Judge – decrease travel budget from \$3,985 to \$2,300 (\$3,985 was a high amount; conferences attended should be based on monies the committee appropriated)
- (37) Jail – Bradley could not be reached by phone so an email was sent asking what foot pedals were in the outlay for \$750
- (38) Judge – decrease office supplies from \$3,100 to \$2,600
- (45) Register of Deeds – decrease book repairs from \$1,000 to \$200
- (45) Register of Deeds – The committee asked Cleereman as to what the \$8,000 in miscellaneous was, she explained it is for GIS software that had been previously paid out of Land Information. There will be a new account set up for this expense to pull it out of miscellaneous
- (48) Sheriff- Walrath could not be reached by phone so an email was sent asking him about the \$18,200 in Maintenance Contract – Radio Equipment
- (55) Victim Witness – Miscellaneous expense remove \$200 to \$0
- (56) Zoning – Raise permits from \$60,000 to \$65,000 because of the upward trend in revenues for this account, as well as the revenues being above \$60,000.
- The committee asked the clerk to follow up with Kircher on the comprehensive plan that was budgeted for in 2021

FUTURE AGENDA

- Financial Management Policy
- Jail food bids
- 2022 Budget
- P.A.C.E.
- Finance Dates: October 12, and October 14. (All start times 10:00 a.m.).

ADJOURNMENT

There being no further business, motion by Collins to adjourn, second by Campbell. All present voting (AYE). Motion carried. Meeting adjourned at 2:42 p.m.