

FINANCE COMMITTEE MINUTES

COMMITTEE:	FINANCE
DATE:	SEPTEMBER 5, 2023
TIME:	9:00 A.M.
PLACE:	FOREST COUNTY BOARDROOM

CALL TO ORDER

Chairman Lukas called the meeting to order at 9:00 a.m. and read the agenda.

ROLL CALL

Present: Anderson, Campbell, Chaney, Gretzinger, Lukas, Skallerud

Absent:

Others Present: Nora Matuszewski, Stephanie Montgomery

APPROVE AGENDA

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

APPROVE MINUTES FROM THE AUGUST 3, 2023 FINANCE MEETING

Motion by Anderson to approve the minutes from the August 3, 2023 Finance meeting, second by Chaney. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None

LAPTOP DEMONSTRATION FROM STEVE WATSON-DIGITAL NAVIGATOR

Motion by Chaney to move the laptop demonstration up before the closed session, second by Skallerud. All present voting (AYE). Motion carried.

Steve walked the committee through how to use the laptop and he agreed to come back for Finance meetings to help them again if he is able.

CLOSED SESSION

Closed Session: “The Committee may consider a motion to convene in closed session pursuant to Wis. Stat. §19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility” and Wis. Stat. §19.85_(1)(e) “Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session”, this closed session relates to:

- Discussion on Carlson Dettmann wage study and steps to move forward

Motion by Chaney to convene into closed session, second by Gretzinger: Roll Call Vote:

Anderson (AYE), Campbell (AYE), Chaney (AYE), Gretzinger (AYE), Lukas (AYE), Skallerud (AYE). Motion carried.

RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION

Motion by Skallerud, second by Anderson to reconvene to open session to take action, if appropriate, on matters discussed in closed session. All present voting (AYE). Motion carried. Motion by Anderson to have Skallerud and Matuszewski work on setting up a tier system for the employees, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON THE LATCF FUNDING

Motion by Gretzinger to move \$350,000 of the LATCF funding back into the general fund, not to be used; money originally was taken from the general fund to cover department budget shortfalls; move to full county board in resolution form, second by Skallerud. All present voting (AYE). Motion carried.

DISCUSSION/ACTION WITH THE EMERGENCY MANAGEMENT DIRECTOR ON TITLE III FUNDS

Motion by Anderson to move forward with a plan that would use between \$25,000-\$30,000 of the money, second by Campbell. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON WICAMS PRINTER PURCHASE FOR EMERGENCY MANAGEMENT

This was already approved, Montgomery was not sure what to do, so, she wanted to update the committee.

DISCUSSION/ACTION ON PURCHASE OF A NEW COMPUTER FOR THE VETERAN SERVICE OFFICER, USING LATCF FUNDING AND FORWARDING IN RESOLUTION FORM TO THE FULL COUNTY BOARD FOR APPROVAL

Motion by Gretzinger to purchase the computer and accessories in the amount of \$2,135, using LATCF funding and forward to full county board in resolution form for approval, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON SYNOLOGY/BACK-UP EQUIPMENT SOFTWARE FOR THE COUNTY SERVER USING LATCF FUNDING; POSSIBLE FORWARDING IN RESOLUTION FORM TO COUNTY BOARD FOR APPROVAL

Motion by Anderson to purchase the Synology/back-up equipment and software for the county server in the amount of \$10,100 using LATCF funding and forward to full county board in resolution form for approval, second by Gretzinger. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON ESTIMATES ON COMPUTERS AND EMAILS FOR ALL COUNTY BOARD MEMBERS USING LATCF FUNDING; POSSIBLE FORWARDING IN RESOLUTION FORM TO COUNTY BOARD FOR APPROVAL

Motion by Skallerud to purchase the county board members computers, mouse, computer cases, electric to run in board room for plugging them in and emails using LATCF funding in an amount not to exceed \$20,000, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON COSTS FOR EMPLOYEE LUNCHEON AND WHAT FUNDING SOURCE TO USE

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Motion by Chaney to pay for the employee luncheon and employee hams out of LATCF funding, and forward to full county board in resolution form for approval, second by Campbell. All present voting (AYE). Motion carried.

DISCUSSION ON HUMAN SERVICE CENTER SURPLUS PAYMENTS TO THE COUNTY

The Human Service Center has a huge surplus again this year and is returning money back to the counties again this year. Gretzinger told the committee she insisted if there was a surplus that money should be returned to the county. Forest County receives 15% of money allotted back to the counties, which amounted to \$63,450.

DISCUSSION/ACTION ON THE 2024 BUDGET

The Clerk still does not have the work comp or health insurance rates yet, but, did receive the levy increase for 2024 from the state and it only amounts to \$46,000.

Motion by Gretzinger to increase all full-time non-union employees \$1.00 per hour for 2024, subject to change, second by Campbell. All present voting (AYE). Motion carried.

FUTURE AGENDA ITEMS:

- 2024 budget
- Employee Tier scale
- Department Head meeting on budgets
- Financial Management Policy
- Referendum discussion – marketing firm
- Budget meetings set for – September 14 (9:00a.m.), September 28 (1:00pm)

ADJOURNMENT

There being no further business, motion by Skallerud to adjourn, second by Anderson. All present voting (AYE). Motion carried. Meeting Adjourned at 11:40 a.m.