

FINANCE COMMITTEE MINUTES

COMMITTEE:	FINANCE
DATE:	OCTOBER 4, 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

APPROVE AGENDA

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

APPROVE MINUTES FROM THE SEPTEMBER 28, 2023 FINANCE MEETING

Motion by Skallerud to approve the minutes from the September 28, 2023 Finance meeting, second by Chaney. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None

DISCUSSION/ACTION ON RETAINING A MARKETING FIRM FOR THE REFERENDUM

Skallerud told the committee the firm is supposed to be sending pricing sometime this week, to just add this item to the Friday agenda.

DISCUSSION/ACTION ON A PART-TIME ZONING ASSISTANT FOR THE 2024 BUDGET

The committee was told there will be excess revenue in the Zoning budget this year because of the increase in permits so, the committee would like those funds retained to fund the position.

The committee was under the impression the position was for a total of 16 hours per week but, the job description says 40. The committee would like the total hours changed and have the position to also say, not to exceed \$3,200.

Motion by Skallerud to send the position back to Personnel with the above said changes for approval, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON 2024 BUDGET

The Clerk is still waiting on Social Services, Aging budgets. The budget is figured at the 6.50% for health insurance increases for the time being.

Adjustments:

- Jail – Lower juvenile detention from \$100,000 to \$50,000 – Boiler repairs lower from \$10,000 to \$2,500 because of the new boiler that will be put in, the committee does not

feel this much needs to be budgeted for – What are the actual CIS costs – it was determined the line item would be reduced from \$40,600 to \$22,750 after speaking with the Sheriff – electronic monitoring revenue should be increased to cover the expense, raised revenues from \$2,000 to \$4,000

- LCC – in the expenses there is a Grant and Cost share programs but, no revenue budgeted. Steve Kircher will be asked about this.
- 911- The committee asked the EM Director to come in and they talked to her about Title III funds and asked her about the PSAP grants and if she was familiar with them and if she would be interested in applying for the grants. She told the committee she would but, would like the committee to speak with the Sheriff first and the dispatch Sergeant because it will affect them and maybe they would do it. The Sheriff was contacted and he was in agreement that she could apply for this grant. She will check into them and get back to the committee. She came back later in the meeting and told the committee the deadline was missed this year but, that she would get all of the information and forward it to the dispatch sergeant as well for next year's application.
- Sheriff Department – The Sheriff was asked to come in and they spoke to him about the budget on several items. They asked about the cost for the K9 Officers and why it is costing the County \$4,500 for vet expenses, and program expenses, along with insurance for two (2) dogs and \$5,200 a year for handler fees and they removed the \$6,000 revenue from the program for donations. Sheriff explained that the K9 has an 501C created for expenses and that he would be able to invoice them for these costs. The committee will put the \$6,000 back in the budget for the revenue. The Sheriff was going to get in touch with Annie Krawze who is part of the 501C to talk about invoicing for the K9's. The committee went through all of the outlay items the Sheriff. Visual Labs Contract was added as a line item of \$18,000 and moved from outlay, Advertising was moved from outlay to its own line item in the amount of \$3,000, and add Lexipol to a line item of \$2,000 and remove it from outlay as well. The Maintenance employee and part-time administrative assistant were removed from the outlay; after discussion with the Sheriff, he has agreed to take the one (1) additional deputy that was removed from his budget before the Rural Violent Crimes Officer grant was approved and make that deputy a court officer and transport deputy, that way the Judge has his deputy for all of the court days and they are not pulling a deputy off the street to fill in during court. along with the presence in the courthouse. The outlay items were reduced to \$91,000 and included – 2 Squad radios \$14,000, Ammunition/Tires \$7,000, New Water Softener & Hook-up \$10,000, and one (1) fully equipped Durango or UTI for \$60,000.

The committee will begin with the Snowmobile Trails (49) on Friday the 6th.

FUTURE AGENDA ITEMS:

- Marketing Firms
- Investment report
- County Clerk – Copier
- Jay Schaefer – Humane Society
- Maintenance

FINANCE COMMITTEE MINUTES

- 2024 Budget
- Health Insurance quotes
- Department Head meetings
- Next Meetings: October 11th at 1:00 p.m. – October 18th at 9:00 a.m. and October 20th at 9:00 a.m.

ADJOURNMENT

There being no further business, motion by Anderson to adjourn, second by Chaney. All present voting (AYE). Motion carried. Meeting Adjourned at 12:50 p.m.