

FINANCE COMMITTEE MINUTES

COMMITTEE:	FINANCE
DATE:	OCTOBER 18, 2023
TIME:	9:00 A.M.
PLACE:	FOREST COUNTY BOARDROOM

CALL TO ORDER

Chairman Lukas called the meeting to order at 1:00 p.m. and read the agenda.

ROLL CALL

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

Absent:

Others Present: Nora Matuszewski, Christy Conley, Tom Robinson, Darrell Wilson

APPROVE AGENDA

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

APPROVE MINUTES FROM THE OCTOBER 11, 2023 FINANCE MEETING

Motion by Chaney to approve the minutes from the October 11, 2023 Finance meeting, second by Skallerud. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None

DISCUSSION/ACTION ON COPIER PURCHASE/LEASE IN THE COUNTY CLERK OFFICE

Motion by Anderson to purchase the copier and sign a new lease with Rhyme for a new copier in the amount of \$6,690.40 using LATCF funding, second by Campbell. All present voting (AYE). Motion carried.

DISCUSSION/ACTION WITH THE CUSTODIAN OF THE NARCOTICS OUTSIDE CHECKING AND RECONCILIATION OF SAID ACCOUNT

The committee had a long discussion with Robinson on the Narcotics outside checking account and explained to him about the need to reconcile with the County for auditing purposes and the importance of following the procedure set by resolution in 2022 for reconciliation. They asked him to start a ledger on purchases and expenses that the committee could view at its monthly meeting. They also discussed the county levy of \$9,000 a year and the high balance in the account. Robinson explained some of the costs associated with the account, what they spend the funding on, and what other deposits are being made into the account to combat drugs in Forest County.

The committee felt, at this time, it would be beneficial to move the money back to the county as an inside account so it can be tracked and vouchered the same as all other county accounts, making it easier for the unit and the county.

Motion by Skallerud to transfer current drug account to a standard county account, track payments through vouchers and deposits through Sheriff and Justice, and institute a monthly ledger account effective November 2023, second by Anderson. All present voting (AYE). Motion carried.

DISCUSSION/ACTION WITH THE K-9 OFFICER HANDLER AND THE REMOVAL OF REVENUES FROM THE BUDGET THAT WERE SUPPORTING THE K-9 OFFICERS

Wilson explained that a 501(c)(3) was created to help with the K-9 officers. Because of this creation, the committee asked if it was the thought that no other money would be coming to the county to help support the K-9's. Over the past several years, there have been a lot of donations to support the additional dog. Wilson told the committee he was told that they were being supported through the line items in the Potawatomi Officers account and using County dollars in the Sheriff account, he had print-outs from McClean. The Clerk was told by Chief Deputy Walrath that was not the agreement to budget in the Potawatomi account and that the handler fee would be moved as it is not covered and will not be budgeted for in 2024. It was explained to Wilson that additional costs are associated with the officers, such as vet expenses, other expenses, insurance and handler stipends, and fringes. The committee just wanted to know if they should discontinue any estimated donations for the officers, as they have only received \$50 so far this year, and in 2022 - \$6,692.00 and in 2021 - \$5,808.00. As well as asking if the 501(c)(3) would be willing to help support the officers. Wilson told the committee who the Board of Directors was for the 501(c)(3) and advised them they could discuss with the Board of Directors what they would use the non-profit funds for. Wilson explained that the Friends of Forest County K-9 501(c)(3) had just paid for a cage for his current vehicle. He asked why the committee would budget for donations, and Andersson explained the estimated amount in the budget is always based on the previous year's donations. The committee will be meeting again on November 16th, and they will meet with the 501(c)(3) to ask about support for the program.

DISCUSSION/ACTION ON REQUEST OF SUPPORT FOR THE HUMANE SOCIETY

There was a letter of request of support for the Humane Society from Jay Schaefer.

Motion by Gretzinger to donate \$5,000 to the Humane Society using LATCF funding, second by Campbell. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON 2024 BUDGET

- The Park had \$4,000 budgeted for unemployment for two years now, with no one claiming. The committee will remove this and re-assess next year.
- The Highway had underestimated the local gas tax, and revenues were adjusted to correct the change.

Motion by Skallerud to approve the recommended budget and the 2024 Levy in the amount of \$6,151,575 to be forwarded to the full county board for approval, second by Chaney. All present voting (AYE). Motion carried.

The committee discussed the current budget status and considered the discussion with Sternhagen on the 2022 audited financials. He told the committee there is a good fund balance, with it sitting at 27%. Having said that, he did not think it good practice to take more than \$200,000 a year from General to balance the budget. The Social Services and Health funds,

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according to Sternhagen, were in excess of what they should be, so, if the county needed to move some of that money into General to help with any budget shortfalls it would be advisable and would bring these accounts down to where they should be.

Motion by Skallerud to transfer \$200,000 from the Social Services fund and \$100,00 from the Health Department fund to cover budget shortfalls with anticipated increased staffing (.50 increase for all full- time employees) and health insurance costs, second by Campbell. All present voting (AYE). Motion carried.

FUTURE AGENDA ITEMS:

- Health Insurance quotes
- Next Meetings: November 16, 2023 at 9:00 a.m.

ADJOURNMENT

There being no further business, motion by Skallerud to adjourn, second by Anderson. All present voting (AYE). Motion carried. Meeting Adjourned at 11:30 a.m.