

## FINANCE COMMITTEE MINUTES

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COMMITTEE:	FINANCE
DATE:	MARCH 8, 2024
TIME:	9:00 A.M.
PLACE:	FOREST COUNTY BOARDROOM

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### CALL TO ORDER

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

### ROLL CALL

Present: Chaney, Gretzinger, Lukas, Marvin, Skallerud

Absent: Campbell

Others Present: Nora Matuszewski, Mark Chrisman, Christy Conley, Tracy Ferraro

### APPROVE AGENDA

Motion by Skallerud to approve the agenda as presented allowing the chairman to adjust the items to fit the committee needs, second by Marvin. All present voting (AYE). Motion carried.

### APPROVE MINUTES FROM THE MARCH 1, 2024 FINANCE MEETING

Motion by Skallerud to approve the minutes from the March 1, 2024 meeting, second by Gretzinger. All present voting (AYE). Motion carried.

### PUBLIC COMMENT

None

### FOLLOW-UP ON HILES , PINE LAKE CULVERT PROJECT INVOICE; POSSIBLE ACTION

The invoice for the design oversight for Hiles was looked into and the Highway Commissioner found a resolution from Hiles stating the design oversight would be 100% paid for by the Town of Hiles

Motion by Skallerud to pay the Hiles design oversight out of Contingency, then have the Clerk invoice the Town of Hiles for re-payment, second by Marvin. All present voting (AYE). Motion carried.

### DISCUSSION/ACTION ON REFERENDUM:

#### 1) Retraction of previous motion on press release/updated press release

The committee discussed the previous press release, which Gretzinger was going to sign, but, she thought it should come from the whole committee. The committee talked about the suggestion of the marketing firm to have the release come from an individual rather than from the whole committee, because it is more personal. Lukas told the committee he would sign it on behalf of the whole Finance committee, so, the release was updated to Lukas.

Motion by Chaney to approve signing of the press release by Lukas on behalf of the Finance committee and to approve the marketing firm coming up with a banner for the Visit Forest County electronic sign, if they will allow it, second by Skallerud. All present voting (AYE). Motion carried.

Motion by Gretzinger to approve the colored flyers for the next press release and charge the costs to the advertising budget, second by Chaney. All present voting (AYE). Motion carried.

2) Other county information on taxable lands

The Clerk pulled in information from other counties for taxable lands vs. levy.

**FEBRUARY 2024 TREASURER INVESTMENT REPORT**

Conley was present to go through the report and explain what everything means in the report and where she invests funds to gain interest.

**DISCUSSION ON RESERVE ACCOUNTS IN DEPARTMENTS; POSSIBLE ACTION**

Motion by Chaney to forward the Drug Fund resolution to the County Board for approval with the \$12,436.58 that was deposited to the County Fund from the outside checking account in 2023, second by Skallerud. All present voting (AYE). Motion carried.

**DISCUSSION ON BUDGET AMENDMENT FOR DEPARTMENT ACCOUNTS; POSSIBLE ACTION AND FORWARDING TO FULL COUNTY BOARD FOR APPROVAL**

There was discussion about budgets and shortfalls when departments ask to carry money over to the next year or put money in for reserve accounts to be used for future use. The practice has been to increase/decrease reserve accounts based on the budget status at the end of the year. If there is additional revenue it is used to offset any budget shortfalls that may occur.

Motion by Skallerud to approve the budget amendment and forward to full County Board for approval, second by Marvin. All present voting (AYE). Motion carried.

**FUTURE AGENDA ITEMS**

- Next meeting – Thursday, March 21<sup>st</sup>, 2024 at 10:00 a.m.
- Referendum

**ADJOURNMENT**

Motion by Chaney to adjourn, second by Skallerud. All present voting (AYE). Motion carried. Meeting adjourned.