

FINANCE COMMITTEE MINUTES

COMMITTEE:	JOINT FINANCE/PERSONNEL
DATE:	JUNE 10, 2024
TIME:	10:00 A.M.
PLACE:	FOREST COUNTY BOARDROOM

CALL TO ORDER

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

ROLL CALL

Present:

Finance: Chaney, Decorah, Gretzinger, Lukas, Marvin

Personnel: Gretzinger, Landru, Lukas, Marvin, Skallerud

Absent: (Personnel)Dailey, Goode

Others Present: Nora Matuszewski, Amy Gatton, Mark Chrisman, Travis Wollenberg

APPROVE AGENDA

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

APPROVE MINUTES FROM THE MAY 21, 2024 FINANCE/PERSONNEL MEETING AND THE BROADBAND/FINANCE MINUTES FROM THE MAY 28, 2024 MEETING

Motion by Chaney to approve the Finance/Personnel minutes from the May 21, 2024 meeting and the Broadband/Finance minutes from the May 21, 2024 meeting, second by Marvin. All present voting (AYE). Motion carried.

Motion by Skallerud to approve the Finance/Personnel minutes from the May 21, 2024 meeting, second by Landru. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None

DISCUSSION/ACTION ON HIGHWAY MECHANIC MACHINIST JOB DESCRIPTION; POSSIBLE FORWARDING TO FULL COUNTY BOARD FOR APPROVAL WITH WAGE INCLUDED

Motion by Gretzinger to approve the change to the original Highway Mechanic position with the wage range adjusted based on experience and forward to full County Board for approval, second by Marvin. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON THE HIGHWAY MECHANIC JOB DESCRIPTION; POSSIBLE FORWARDING TO FULL COUNTY BOARD FOR APPROVAL WITH WAGE INCLUDED

Motion by Gretzinger to approve the change to the original Highway Mechanic position with the wage range adjustment, second by Marvin. All present voting (AYE). Motion carried.

DISCUSSION WITH HEALTH DIRECTOR ON APPLICANT FOR THE PUBLIC HEALTH NURSE; POSSIBLE ACTION

Gatton explained to the committee that the PH Nurse position has been open for a year and no qualified applicants have applied. The committee suggested creating a new position that would allow for two staff nurses, the position would be a Community Health Nurse that would stipulate a time limit to acquire a bachelor's in nursing within three years and then the employee would be able to fill the Public Health Nurse at that time. Gatton will work on the creation of the position.

PRESENTATION FROM COTTINGHAM AND BUTLER ON HEALTH INSURANCE COSTS; POSSIBLE ACTION

Jack Wied and Matthew Chadwick from Cottingham and Butler presented a power point on Health Insurance costs and ways to reduce costs for both the employer and employee.

DICUSSION/ACTION ON A FINANCE ADMINISTRATOR JOB DESCRIPTION; POSSIBLE FORWARDING TO FULL COUNTY BOARD FOR APPROVAL WITH WAGE ATTACHED
Motion by Gretzinger to approve the presented job description and wage; forward to full County Board for possible approval, second by Marvin. All present voting (AYE). Motion carried.

ADJOURNMENT (PERSONNEL)

Motion by Skallerud to allow Personnel committee members to adjourn at 11:55 a.m., second by Marvin. All present voting (AYE). Motion carried.

DISCUSSION ON AGING COMMITTEE REQUEST FOR MEAL SITE WORKER \$2.00 WAGE INCREASE

The Aging Director was not available for the discussion, so, the committee took no action.

DISCUSSION WITH THE HEALTH DIRECTOR ON PICKLE BALL DONATION; POSSIBLE ACTION

Gatton explained the funds are available for the project through ARPA funding and there were some fundraisers done but, she would like to just donate what is left to get the courts done. She originally asked for \$30,000 but, will need another \$17,000 for a total of \$47,000.

Motion by Gretzinger to approve the \$47,000 for the pickle ball courts using ARPA funding, second by Decorah. All present voting (AYE). Motion carried.

DISCUSSION ON THE INCREASED SALARY THRESHOLD FOR SALARIED EMPLOYEES FOR OVERTIME EXEMPTION AND THE EFFECT ON CURRENT EXEMPT EMPLOYEES FOR 2025; POSSIBLE ACTION

This was brought to the committee because it will affect a few employees for 2025. This will be addressed at budget time.

Motion by Marvin to amend their workgroup to look at getting information, questions out to full-time and part-time employees for the 2025 budget, second by Decorah. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON CREDIT CARD REWARDS

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Motion by Lukas to approve using rewards on the County Clerk's credit card to purchase the employee hams for 2025 and the remainder to come from LATCF funds, second by Chaney. All present voting (AYE). Motion carried.

DISCUSSION ON STIPEND AND MILEAGE FOR NON-COUNTY BOARD MEMBERS AND COUNTY BOARD MEMBERS ON FORMED WORKGROUPS, FORWARDED FROM RULES AND REGULATIONS; POSSIBLE ACTION

Motion by Chaney to approve all County Board members on a workgroup a \$40 stipend once per workgroup assignment, approved through home committee, and all non-county board members a \$30 per meeting stipend, plus mileage; forward to full County Board in resolution form for approval, second by Marvin. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON A PUBLIC SAFETY ANSWERING POINT RESOLUTION; POSSIBLE ACTION TO FORWARD TO FULL COUNTY BOARD FOR APPROVAL

Motion by Gretzinger to approve applying for the \$18 million PSAP grant, second by Marvin. All present voting (AYE). Motion carried.

DISCUSSION/ACTION ON A RESOLUTION TO HELP WITH THE FUNDING OF A CONSULTANT FOR FISCAL CLOSEOUT OF THE HUMAN SERVICE CENTER, USING LATCF FUNDING AND POSSIBLE FORWARDING TO FULL COUNTY BOARD IN RESOLUTION FORM

Motion by Gretzinger to forward the resolution to full County Board, (note that with the exit of Haselton the committee feels these funds should be coming from the existing budgeted items for the Human Service Center if possible), second by Marvin. All present voting (AYE). Motion carried.

DISCUSSION ON 2025 BUDGET AND SETTING UP MEETINGS WITH DEPARTMENT HEADS; POSSIBLE ACTION

The workgroup is working on coming up with questions for the department heads for the 2025 budget. When they get them together they will bring them back to the committee for approval.

DISCUSSION/ACTION ON CAR WASH VOUCHERS FOR COUNTY VEHICLES

Lukas spoke with Gary Goeman with the car wash in town and he can issue vouchers to the County in the amount they wish, exempt from busses. The County can write a check for \$280 and get 35 car washes and then they can be issued to the departments based on the need and number of vehicles in the departments.

Motion by Marvin to purchase car washes for the departments to be paid for out of the specific department budgets, second by Decorah. All present voting (AYE). Motion carried.

UPDATE – SALES TAX

The sales tax for May is up by \$10,576.61, so, for the year in total the County is still up for the year.

FUTURE AGENDA ITEMS

- Next meeting set for June 20, 2024 at 2:30 p.m.
- Personnel interviews – July 2, 2024 at 9:00 a.m.
- Department head meetings on budget

ADJOURNMENT

Motion by Chaney to adjourn, second by Marvin. All present voting (AYE). Motion carried.
Meeting adjourned at 1:25 p.m.