

## FINANCE COMMITTEE MINUTES

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COMMITTEE:	FINANCE/PERSONNEL
DATE:	April 22, 2025
TIME:	10:00 A.M.
PLACE:	FOREST COUNTY BOARDROOM

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### **CALL TO ORDER**

Skallerud called the meeting to order at 10:00 A.M. and read the agenda.

### **ROLL CALL**

Present: Decorah, Gretzinger, Lukas, Marvin, Skallerud, Weber and Wirtz

Absent: Goode and Landru

Others Present: Amy Montgomery, Stephanie Montgomery, Rob Huettl, Amanda Herman, Jeff Marvin, Amy Gatton, Shannon Boney, and Danielle McLaughlin.

### **APPROVE AGENDA**

Motion by Weber to approve the agenda as presented, seconded by Wirtz. All present voting AYE. Motion carried.

### **APPROVE MINUTES FROM THE APRIL 18, 2025, FINANCE/PERSONNEL COMMITTEE MEETING**

Motion by Gretzinger to approve the minutes, seconded by Lukas. All present voting AYE. Motion carried.

### **PUBLIC COMMENT ON AGENDA ITEMS**

Forest County Health Director Amy Gatton presented a letter to the committee expressing her opinion regarding an employee's pay during the ice storm/power emergency on Monday, March 31, 2025.

### **DISCUSSION/ACTION ON REQUIRED STAFFING IN JAIL/DISPATCH; POSSIBLE HIRING OF SAID POSITIONS**

Alan Marvin explained to the committee that they have had two recent resignations in the jail.

Motion by Lukas to approve Jail staff level of thirteen (13) with a minimum of four (4) being female, seconded by Marvin. All present voting AYE. Motion carried.

### **DISCUSSION/ACTION ON CHILD SUPPORT RESIGNATION OF ADMINISTRATIVE ASSISTANT I AND POSTING OF SAID POSITION**

Child Support Director Shannon Boney informed the committee that the Administrative Assistant I, Theresa Faucher, has resigned.

Motion by Lukas to accept the resignation and post the Administrative Assistant I position, seconded by Wirtz. All present voting AYE. Motion carried.

### **CLOSED SESSION**

The committee may consider a motion to convene into 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 responsibility, considering financial, medical, social, or personal histories or disciplinary data of specific persons,

preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data and conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1) (g).” This closed session relates to:

- a) Bug Tussel
- b) Comp time-salaried exempt
- c) Holiday Pay
- d) Human Service Department employee space needs
- e) Wage scale and job description updates
- f) Employee hazard pay eligibility
- g) Health Department employee work hours
- h) Employee Handbook Updates

Motion by Lukas to convene to closed session, seconded by Weber. Roll Call vote was taken, and all present voting: Decorah AYE, Gretzinger AYE, Lukas AYE, Marvin AYE, Skallerud AYE, Weber AYE, Wirtz AYE. Motion Carried.

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

Motion by Gretzinger to reconvene to open session. Wirtz seconded the motion. All present voting AYE. Motion carried. The committee reconvened in open session at 1:18 p.m.

- a) No Action
- b) Motion by Gretzinger to present a resolution to the full county board to eliminate compensatory time starting July 1, 2025, seconded by Decorah. All present voting AYE. Motion carried.
- c) No Action
- d) No Action
- e) No Action
- f) Motion by Weber to present a resolution to the full county board to adopt an Emergency Closure Plan for County Facilities and Services for Employees, which includes Hazard Pay to be implemented into all handbooks and plans, seconded by Marvin. All present voting AYE. Motion carried.  
Motion by Decorah to pay stipends for \$100.00 to employees who performed emergency hazardous work on campus or did transports during the ice storm on March 31, 2025. The stipend is to be paid with the next payroll, with the funds coming from grants of the Health Department or proper department budgets, seconded by Wirtz. All present voting AYE. Motion carried.
- g) Motion by Lukas to approve the plan presented by Amy Gatton for payment and staffing in the Health Department with existing funds, and address again for the 2026 Budget, seconded by Weber. All present voting AYE. Motion carried.
- h) No Action

#### **DISCUSSION/ACTION ON PURCHASING A VEHICLE FOR THE HUMAN SERVICES DEPARTMENT**

Bids for a new HSD vehicle were received from the State Department of Procurement office.

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Motion by Gretzinger to send resolution to full county board to purchase Nissan Pathfinder for \$34,860.00 base funding and up to \$1,000.00 in accessories, with funding coming from capital fund or LATFC, seconded by Wirtz. All present voting AYE. Motion carried.

Motion by Lukas to purchase a used engine for the Chevy Equinox for \$3,600.00 using capital fund or LATFC. Once repaired, the vehicle can be listed on the State surplus site with a minimum bid of \$4,000.00 or kept as a backup second by Weber. All present voting AYE. Motion carried.

### **DISCUSSION/ACTION ON RURAL COUNTY FUNDING WORK GROUP CREATION**

Marinette County is putting together a group of rural counties, which will meet at the Carter Casino on Friday, April 25, 2025, at 3:30 PM.

Motion by Gretzinger to create a Rural County Funding Work Group, seconded by Weber. All present voting AYE. Motion carried. The work group will include Al Marvin, Ron Skallerud, and Richard Wirtz.

### **DISCUSSION/ACTION ON THE COUNTY WEBSITE; STATE SITE BEING DEACTIVATED ON DECEMBER 31, 2025**

The State of Wisconsin will deactivate Forest County's website on December 31, 2025. Forest County will need to find a replacement website. James from Naunkca has been asked for suggestions.

### **DISCUSSION/ACTION ON COMMUNITY COALITION REQUEST FOR USE OF OPIOID FUNDS**

Forest County received a request from the Forest County Community Coalition to access the County's Opioid Settlement funds. There was discussion about the pending audits related to the use of the funds and the restrictions on their use. The County wants to ensure that there is County control and oversight of any funding to remain compliant with all restrictions. The County also wants to find ways to best use the funding to meet the county's service needs and help reduce levy operational funding.

Motion by Lukas to deny the request for external use of the Opioid Funds awarded to Forest County, seconded by Marvin. All present voting AYE. Motion carried.

### **WORKGROUPS; REPORTS TO COMMITTEE**

NONE

### **FUTURE AGENDA ITEMS**

- Bug Tussel
- County website
- Human Service employee space
- Wage scale and job descriptions

### **ADJOURNMENT**

Motion by Marvin to adjourn, second by Wirtz. All present voting (AYE). Motion carried. The meeting adjourned at 1:42 p.m.