

WAUPACA COUNTY FINANCE COMMITTEE MINUTES
August 12, 2020

Chair Federwitz called the meeting to order at 9:00 a.m. and gave the open meeting statement with the following members present: Co. Bd. Chr. Koeppen, Supr. P. Craig, Johnson, McClone, Morack, G. Murphy and Neumann. Others present: Michael Mazemke, Jesse Cuff, Mark Sether, Brent Wyland, Amanda Welch, Heidi Dombrowski, Diane Meulemans and Jill Lodewegen.

REVIEW AND APPROVE AGENDA – MOTION: Supr. P. Craig moved and Supr. Morack seconded the motion to approve the agenda. Motion carried without a negative vote.

MINUTES OF PREVIOUS MEETINGS – MOTION: Co. Bd. Chr. Koeppen moved and Supr. McClone seconded the motion to approve the minutes of the July 21, 2020 meeting. Motion carried without a negative vote.

Public Comment: There was no public comment.

1. Register of Deeds Michael Mazemke presented his 6 month 2020 review, CIP Budget and 2021 Proposed Budget. **Motion:** Supr. McClone moved and Supr. G. Murphy seconded to approve the Register of Deeds Proposed CIP and 2021 Budget and move on. Motion carried without a negative vote.
2. Veterans Service Jesse Cuff presented his 6 month 2020 review and 2021 Proposed Budget. **Motion:** Supr. Johnson moved and Supr. Morack seconded to approve the Veterans Service Proposed 2021 Budget and move on. Motion carried without a negative vote.
3. Finance Director's Report – Heidi Dombrowski
 - a. Heidi presented Res. No. 13 (2020-21) Budget Amendment – Routes to Recovery Allocation. **Motion:** Supr. Morack moved and Supr. G. Murphy seconded to approve Res. No. 13 (2020-21) Budget Amendment – Routes to Recovery Allocation and move on to County Board. Motion carried without a negative vote.
 - b. She then presented Res. No. 14 (2020-21) Contingency Fund Transfer – Body Scanner, Sheriff's Office Corrections Program. **Motion:** Supr. McClone moved and Supr. P. Craig seconded to approve Res. No. 14 (2020-21) Contingency Fund Transfer – Body Scanner, Sheriff's Office Corrections Program and move on to County Board. Motion carried without a negative vote.
 - c. Heidi explained a Contingency Fund Transfer Request for Solid Waste which is below the 10% budgeted line item for brush grinding at the PTF from the 2019 storm damage. **Motion:** Supr. Johnson moved and Supr. McClone seconded to approve the Contingency Fund Transfer Request for Solid Waste. Motion carried without a negative vote.
 - d. She presented her 6 month 2020 review and 2021 Proposed Budget for Finance **Motion:** Supr. Morack moved and Co. Bd. Chr. Koeppen seconded to approve the Finance Proposed 2021 Budget and move on. Motion carried without a negative vote.
 - e. Heidi discussed the 2021 Estimated Levy Capacity and requested an additional 2021 Budget meeting, which the committee agreed to schedule.
 - f. Heidi distributed and reviewed the 2020 Budget Review report for July with the committee.

- g. Monthly Vouchers. **Motion:** Supr. P. Craig moved and Supr. Morack seconded the motion to approve the monthly vouchers. Motion carried with Co. Bd. Chr. Koeppen abstaining.

4. Treasurer Report – Mark Sether

- a. Mark gave his 6 month 2020 review and 2021 Proposed Budget. **Motion:** Supr. P. Craig moved and Supr. Johnson seconded to approve the Treasurer Proposed 2021 Budget and move on. Motion carried without a negative vote.
- b. Mark gave an update on in rem properties.
- c. Mark then reviewed; Investments, Tax Certificates, County Sales Tax, Interest on Delinquent Taxes, and Interest on Investments.

A short break was taken from approximately 10:30 to 10:40 a.m.

5. Information Technology Department Report – Brent Wyland, Director

- a. Brent reviewed items that he presented to the IT Committee and gave an overview of his 6 month budget review and 2021 Proposed Budget which the IT Committee had approved.
- b. Information Technology Monthly bills for approval. **Motion:** Supr. P. Craig moved and Supr. Morack seconded the motion to approve the monthly vouchers. Motion carried without a negative vote.

6. County Clerk – Jill Lodewegen

- a. Jill presented her 6 month 2020 review and 2021 Proposed Budget for County Board, County Clerk, Elections, Risk Management, Fire Suppression, ECWRP Dues/WCEDC Contributions and Library Aids. She noted that if increase in marriage license fees were approved in the County Clerk Budget, a resolution would need to be passed. **Motion:** Co. Bd. Chr. Koeppen moved and Supr. Neumann seconded to approve the County Board, County Clerk, Elections, Risk Management, Fire Suppression, ECWRP Dues/WCEDC Contributions and Library Aids Proposed 2021 Budget and move on. Motion carried without a negative vote.
- b. Approve/Deny County Board Claims: Per Diem & Mileage Allowance for the month of July is \$14,971.04. **Motion:** Supr. G. Murphy moved and Supr. Morack seconded the motion to approve the per diem and mileage expenses. Motion carried without a negative vote.

7. Next meeting date for typical meeting will be September 9, 2020.

8. Human Resource Department Report – Amanda Welch HR Director/Administrative Coordinator

- a. Mandy reviewed and updated the committee on recruitment, terminations, and unemployment figures.
- b. **Motion** Supr. P. Craig moved and Co. Bd. Chr. Koeppen seconded to go into Closed Session at 11:20 a.m. Pursuant to WI State Statutes 19.85 (1) (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations: to wit, ERD

Complaint. Federwitz – yes, P. Craig – yes, Johnson – yes, McClone – yes, Morack – yes, G. Murphy – yes, Neumann – yes, Koeppen – yes.

Jill Lodewegen
County Clerk