

1. April 28, 2022 Finance Committee Agenda

Documents:

[APRIL 28, 2022 FINANCE COMMITTEE AGENDA.PDF](#)



Rick Stacey,  
County Board Chair

Ryan Simons,  
County Board Vice-Chair

**Walworth County Finance Committee  
MEETING NOTICE  
Thursday, April 28, 2022  
9:30 AM  
County Board Room 114  
Walworth County Government Center  
100 W. Walworth St., Elkhorn, Wisconsin**

**NOTICE: THIS MEETING IS PLANNED TO PROVIDE FOR REMOTE OR OFF-SITE  
ATTENDANCE BY COMMITTEE MEMBERS.**

The Walworth County Government Center remains open, but in-person attendance may be limited. **THE PUBLIC CAN WATCH THE MEETING STREAMING LIVE AT**  
<https://bit.ly/2022AprilFN>

Individuals wanting to provide a Public Comment can do so in person or remotely by telephone. Those wishing to comment by telephone must contact the County Administrator's Office at 262-741-4357 on the day of the meeting and at least 15 minutes prior to the start of the meeting to obtain instructions.

*(Posted in compliance with Sec. 19.84, Wis. Stats.)*

*It is possible that a quorum of the County Board or any of its other committees could be in attendance at this meeting.*

*Agenda enclosures are available upon request from the Finance department or on the County's web page ([www.co.walworth.wi.us](http://www.co.walworth.wi.us)). The agenda packet, including supporting documents, may be large, depending on the number of enclosures. Downloading it will require ample computer memory and may take significant time.*

## **AGENDA**

***Note: All agenda items are subject to action.***

1. Call to order
2. Roll call of committee members
3. Agenda withdrawals, if any
4. Agenda approval
5. Approval of minutes
  - A. March 17, 2022 Finance Committee Meeting (encl. pp. 1-3)
6. Public comment period
7. Special Order of Business
  - A. Election of Committee Chair
  - B. Election of Committee Vice-Chair
  - C. Role of the Finance Committee (encl. pp. 4-5)

8. Consent items

A. Budget Adjustments/Transfers

1. Children with Disabilities Education Board
  - a. LS001 – Increase Smart Board Replacements with use of Equipment Reserves (encl. p. 6)
2. Health and Human Services
  - a. HS003 – HHS Consumer Care for 5 months at LHCC (encl. p. 7)
3. Public Works
  - a. PW002 – State Road Brine Changes (encl. p. 8)
4. Sheriff's Office
  - a. SH002 – Purchase Radio System at Alpine Valley funded with related fees (encl. p. 9)

B. Bids/Contracts

1. Proposal Award Recommendations
  - a. Employee Benefits Consulting Services (encl. pp. 10-13)
2. Third Party Solicitation Recommendations
  - a. County's Prescription Drug Plan/Pharmacy Benefits Manager (encl. pp. 14-17)

C. Purchasing Reports to Committee

1. Ordinance Exempt Procurements
  - a. Health and Human Services
    1. Psychologist/Psychiatrist (Medical Director) Services (encl. p. 18)
    2. Temporary APNP Professional Medical Services (Psychology/Psychiatry Services) (encl. p. 19)
2. Waiver of Competition
  - a. Sheriff's Office
    1. Professional civil engineering services for the construction of the radio tower sites for the radio system replacement project (encl. pp. 20-23)
    2. Professional consulting services for project management during construction of the radio system replacement project (encl. pp. 24-27)
  - b. Human Resources
    1. Learning Management Software (encl. pp. 28-31)

D. Declaration of Surplus

1. Request to declare jail emergency power generator as surplus and authorizing staff to dispose of the asset (encl. p. 32)

E. Reports

1. Update on tax incremental financing districts (TIDs) (encl. pp. 33-42)
2. Quarterly Delinquent Tax Report – 1<sup>st</sup> quarter 2022 (encl. p. 43)
3. Quarterly Property Loss Report – 1<sup>st</sup> quarter 2022 (encl. pp. 44-50)
4. Out-of-State Travel
  - a. Sheriff's Office
    1. J. Adams, K9 Training, Chattanooga, TN (encl. p. 51)
    2. M. Ludowise, Ronin/K9 Training, Chattanooga, TN (encl. p. 52)
    3. M. Weber, K9 Training, Chattanooga, TN (encl. p. 53)
  - b. Public Works
    1. A. Kopydlowski & J. Miller, Lock Training, Indianapolis, IN (encl. p. 54)

2. S. Arndt & J. Jacobs, Assetworks Training, Hollywood, CA (encl. p. 55)

9. New Business

- A. Resolution No. \*\*-05/22 Authorizing the Public Works Two Single-Axle Mack Trucks with Attachments, and One 2007 Mack Tandem Truck with Attachments to be Declared Surplus and Authorizing Staff to Dispose of the Assets (encl. pp. 55-57)
- B. Resolution No. \*\*-05/22 Accepting Income Maintenance American Rescue Plan Act Funding and Establishing a Budget (encl. pp. 58-61)
- C. 2022 Calendar for 2023 Budget Process (encl. pp. 62-64)
- D. Current Status Report and Update Regarding Projects in the Recovery Grants (ARPA) Budget Plan (encl. pp. 65-67)
- E. Reports and Resolutions Regarding the Closing of Fiscal Year 2021
  - 1. Report on 2021 Fundraisers (encl. pp. 68-69)
  - 2. Resolution No. \*\*-05/22 Closing Fiscal Year 2021 (encl. pp. 70-84)
  - 3. Resolution No. \*\*-05/22 Committing Fund Balances as of December 31, 2021 (encl. pp. 85-88)
- F. Lakeland Health Care Center 2021 Yearend Net Position
  - 1. Ordinance No. \*\*-05/22 Amending Section 30-181 of the Walworth County Code of Ordinances Relating to Creation of a Lakeland Health Care Center Pandemic/Transition Net Position Allowance (encl. pp. 89-94)
  - 2. Resolution No. \*\*-05/22 Authorizing Internal Allowances for Lakeland Health Care Center Available Net Position (encl. pp. 95-97)
- G. Review of the County Library Service Tax and the Plan for Library Service (encl. p. 98)
- H. Government Finance Officers Association (GFOA) Certificate in Excellence in Financial Reporting Award for Fiscal Year Ended December 31, 2020 (encl. pp. 99-100)
- I. COVID-19/American Rescue Plan Act Financial Summary Update (encl. pp. 101-105)
- J. Consideration of Finance Committee Meeting Start Time (encl. p. 106)
- K. Labor Negotiations Related to the Walworth County Deputy Sheriff’s Association – Closed Session. The committee may discuss the following topic(s) in open session. The committee may convene in closed session pursuant to the exemption contained in Section 19.85(1)(e) of the Wisconsin Statutes, “deliberating or negotiating...or conducting other specified public business, whenever competitive or bargaining reasons require a closed session,” specifically to caucus and develop negotiation strategies for collective

bargaining with the Walworth County Deputy Sheriff's Association related to a subsequent labor contract. The committee will reconvene in open session thereafter.  
Announcements and correspondences

10. Set/confirm next meeting date and time

A. Thursday, May 19, 2022 at 9:30 a.m., County Board Room 114 at the Government Center

11. Adjournment

Submitted by: Jessica Conley, Finance Director

Posted: April 21, 2022