



Nancy Russell
County Board Chair

Jerry Grant
County Board Vice-Chair

**Walworth County Finance Committee
MEETING NOTICE
Thursday, September 23, 2021
9:30 a.m.
County Board Room 114
Walworth County Government Center
100 W. Walworth St., Elkhorn, Wisconsin**

Nancy Russell, Chair; Dan Kilkenny, Vice Chair;
Jerry Grant, Supervisor; Kathy Ingersoll, Supervisor; Joseph H. Schaefer, Supervisor

(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). 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.*

**NOTICE: DUE TO THE CONTINUING PUBLIC HEALTH EMERGENCY,
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 to help ensure appropriate social distancing is observed. **ALL INDIVIDUALS ARE STRONGLY ENCOURAGED TO WATCH THE MEETING STREAMING LIVE AT**
<https://mediasite.co.walworth.wi.us/Mediasite/Play/c9594535251b4b7695df64e2e49c2e331d>.

Individuals wanting to provide a Public Comment can do so remotely by telephone, but 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.

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. July 22, 2021 (Encl pgs 1-4)

6. Public comment period
7. Special order of business
 - A. Summary presentation of the 2022 county administrator’s budget
 - B. Appeals to the 2022 County Administrator’s Budget (Encl pg 5)
 1. Human Resources Committee recommendations
 2. Public Works Committee recommendations
 3. All other appeals
 - C. Recommendation of the 2022 county preliminary budget
8. Unfinished business
9. Consent items
 - A. Budget amendments
 1. Health and Human Services
 - a. HS012 – Increased Department of Children and Families (DCF) Targeted Safety Support Funds grant revenues (Encl pg 6)
 - b. HS013 – Increased Department of Children and Families (DCF) funding for youth out-of-home placement (Encl pg 7)
 - c. HS014 – Offset shortfall in mental health inpatient services (Encl pgs 8-10)
 - d. HS015 – Increase transportation services budget (Encl pgs 11-12)
 - e. HS016 – Reflect increased Children’s Residential placements (Encl pg 13)
 2. Lakeland Health Care Center
 - a. LH002 – Reflect Certified Public Expenditures (CPE) funding award from the Department of Health Services (Encl pgs 14-15)
 - b. LH003 – Reallocate therapy budget based on actual physical and occupational therapy services (Encl pg 16)
 3. Sheriff’s Office
 - a. SH002 – Reflect insurance recovery to replace a squad totaled in June 2021 (Encl pgs 17-18)
 - b. SH003 – Offset shortfall in Huber facility room and board fees (Encl pg 19)
 - B. Waivers of Competition
 1. County Administration
 - a. Financial guidance/advisory services for local Walworth County municipalities regarding handling/usage of American Rescue Plan Act (ARPA) funds (Encl pgs 20-23)
 - C. Bids/Contracts
 1. Contract award recommendation for Occupational Health Services for November 1, 2021 (Encl pgs 24-25)
 2. County owned tax properties (Encl pgs 26-30)
 - D. Reports
 1. Quarterly sales tax report – 2nd quarter 2021 (Encl pgs 31-32)
 2. Quarterly investment report – 2nd quarter 2021 (Encl pgs 33-36)
 3. Other Post-employment Benefits (OPEB) Trust Report as of June 30, 2021 (Encl pgs 37-97)
 4. Update on tax incremental financing districts (TIDs) (Encl pgs 98-102)

- E. Out-of-state Travel
 - 1. Clerk of Courts
 - a. Connie Hogendyk, National Association of Drug Court Professionals Annual Conference; National Harbor, MD (Encl pg 103)
 - 2. Health and Human Services
 - a. Lisa Broll, Alison Mansky, Emma Madura; National Association of Drug Court Professionals Annual Conference; National Harbor, MD (Encl pg 104)
 - b. Sheri Skomski, National Association of Drug Court Professionals Annual Conference; National Harbor, MD (Encl pg 105)
 - 3. Medical Examiner
 - a. Suzanne Neumann, International Association of Coroner and Medical Examiners Association, Las Vegas, NV (Encl pg 106)
- 10. New business
 - A. Walworth County Visitors Bureau – fiscal 2020 review (Encl pgs 107-112)
 - B. Intergovernmental Agreement by and between Walworth County and the Town of Bloomfield regarding parcels MBH 00022, MBH 00023, MBH 00024, and MBH 00025 (Encl pgs 113-116)
 - C. Intergovernmental Agreement by and between Walworth County and the Village of Darien regarding parcel QFR 00022 (Encl pgs 117-120)
 - D. Lakeland School request to apply for and accept Kara Foundation grant (Encl pg 121)
 - E. Resolution **-10/21 Authorizing the Use of Worker’s Compensation Fund Net Position and Subsequent Transfer from the Sheriff’s Office for the Expected Change in Claims Expense (Encl pgs 122-125)
 - F. Resolutions regarding personnel changes requiring budget amendments (Encl pgs 126-136)
 - 1. Resolution No. **-10/21 Authorizing Specific Personnel Changes in the Department of Recovery Grants (ARPA) (Encl pgs 126 and 127-132)
 - 2. Resolution No. **-10/21 Authorizing the Creation of a 0.60 FTE Deputy Medical Examiner Position in the Medical Examiner’s Office and the Transfer of a 0.25 FTE Administrative Assistant Position from the Medical Examiner’s Office to Administration (Encl pgs 126 and 133-136)
 - G. Resolutions regarding American Rescue Plan Act (ARPA) budget requests (Encl pgs 137-153)
 - 1. Resolution **-10/21 Authorizing the Purchase of Enhanced Water Bottle Drinking Fountains with American Rescue Plan Act Funds (Encl pgs 137-138 and 139-141)
 - 2. Resolution **-10/21 Appropriating \$145,000 of ARPA SLCFR Funding from the Recovery Grants Fund for the Purpose of Assisting School Systems to Support the Mental Health of Students Returning to In-Person Schooling (Encl pgs 137-138 and 142-147)

3. Resolution **-10/21 Authorizing the Purchase of Cybersecurity Monitoring Software with American Rescue Plan Act Funds (Encl pgs 137-138 and 148-150)
4. Resolution **-10/21 Authorizing the Purchase of Prisoner Transport Services with American Rescue Plan Act Funding (Encl pgs 137-138 and 151-153)
- H. Resolutions committing available fund balances/designating available net position (Encl pgs 154-166)
 1. Resolution **-10/21 Committing Children with Disabilities Education Board Available Fund Balance (Encl pgs 154 and 155-157)
 2. Resolution **-10/21 Authorizing Internal Allowances for Lakeland Health Care Center Available Net Position (Encl pgs 154 and 158-160)
 3. Resolution **-10/21 Allocating/Transferring Highway Fund Available Net Position (Encl pgs 154 and 161-163)
 4. Resolution **-10/21 Committing General Fund Available Fund Balance (Encl pgs 154 and 164-166)
- I. Ordinance **-10/21 Amending Sections 2-70 and 30-33, 30-35, and 30-36 of the Walworth County Code of Ordinances Relating to County Board Voting Requirements Regarding Budget Amendments and Budget Carryforwards (Encl pgs 167-174)
- J. Ordinance **-10/21 Amending Section 17-2 of the Walworth County Code of Ordinances Relating to Procurements Funded by Direct Federal Aid (Encl pgs 175-178)
- K. Fiscal 2020 Single Audit/Report on Federal and State Awards (Encl pgs 179-196)
- L. COVID-19/American Rescue Plan Act Financial Summary Update (Encl pgs 197-198)
- M. Correspondence from the Southeastern Wisconsin Regional Planning Commission (SEWRPC) regarding the Calendar Year 2022 Budget (Referred by the County Board) (Encl pgs 199-215)
- N. Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for Fiscal 2021 (Encl pgs 216-217)
11. Correspondence
12. Set/confirm next meeting date(s) and time(s)
 - A. Thursday, October 21, 2021 at 9:30 a.m., County Board Room 114 at the Government Center
 - B. Tuesday, November 2, 2021 at 6:00 p.m., County Board Room 114 at the Government Center – *County Board Committee of the Whole-Public Budget Hearing*
13. Adjournment

Submitted by: Jessica Conley, Finance Director
Nancy Russell, Finance Committee Chair

Posted: September 16, 2021