

**Walworth County Board of Supervisors
Thursday, April 25, 2019 Finance Committee Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

Chair Nancy Russell called the meeting to order at 9:30 a.m.

Roll call was conducted. The following members were present: Chair Nancy Russell, Vice Chair Jerry Grant, and Supervisors Kathy Ingersoll and William Norem. Supervisor Dan Kilkenny was absent. A quorum was declared.

Others in Attendance

County staff: County Administrator-Finance Nicki Andersen; County Treasurer Valerie Etzel; Director-Public Works Richard Hough; Director of IT John Orr; Deputy Director of LURM/County Conservationist Shannon Haydin; Undersheriff Kevin Williams

On motion by Supervisor Norem, seconded by Vice Chair Grant, the agenda was approved by voice vote.

Vice Chair Grant made a motion, seconded by Supervisor Norem, to approve the March 21, 2019 meeting minutes. Motion carried by voice vote.

Public Comment – There was none.

Unfinished Business – There was none.

Consent Items

Supervisor Ingersoll made a motion, seconded by Supervisor Norem, to approve all of the consent items. Motion carried 4-0.

8A, Budget Amendments

- 1) Lakeland Health Care Center
 - a) LH002 – Increase budget for contracted Director of Nursing due to position vacancy
 - b) LH003 – Increase budget for temporary help for agency nursing services
- 2) Public Works
 - a) PW002 – Increase budget for removable brine tanks project
 - b) PW003 – Create budget for brine making infrastructure capital project

8B, Bids/Contracts

- 1) Countywide phone services
By approval of the consent items above, the contract was awarded to TDS.
- 2) Third-party administration services for countywide self-insured dental plan
By approval of the consent items above, the contract was awarded to Delta Dental.

8C, Waivers of bids/sole source procurement

- 1) Judicial Center building automation system

8D, Reports

- 1) Quarterly delinquent tax report – 1st quarter 2019
- 2) Quarterly property loss report – 1st quarter 2019
- 3) Update on tax incremental financing districts (TIDs)
- 4) Out-of-state Travel
 - a) Finance
 - 1) Christy Heinrich, 2019 Tyler Connect Conference, Dallas TX

- b) Health and Human Services
 - 1) Holli Wilke, 2019 Preparedness Summit, St. Louis, MO
- c) Public Works
 - 1) Hunter Peterson, Barry Pierce, Dennis Scott; AssetWorks Academy, Atlanta, GA
- d) Sheriff's Office
 - 1) Howard Sawyers, National Jail Leadership Command Academy, Huntsville, TX

New Business

- Public Works inventory adjustment for the 2018-19 winter season
Supervisor Norem made a motion, seconded by Supervisor Ingersoll, to approve the inventory adjustment. Motion carried 4-0. Chair Russell congratulated Public Works staff for their diligence in monitoring the department's inventory.
- Resolution **-05/19 Authorizing the Addition of the Emergency Management Hazard Mitigation Program Grant to Previously Established Pre-approved Recurring Grants List
Vice Chair Grant made a motion, seconded by Supervisor Ingersoll, to approve the resolution adding the Emergency Management Hazard Mitigation Program Grant to the previously established pre-approved approved recurring grants list. Motion carried 4-0.
- Resolution **-05/19 Authorizing the Addition of the Wisconsin Multi-discharger Variance Grant to Previously Established Pre-approved Recurring Grants List
Supervisor Ingersoll made a motion, seconded by Supervisor Norem, to approve the addition of the Wisconsin Multi-discharger Variance Grant to the previously established pre-approved recurring grants list. Motion carried 4-0.
- Resolution **-05/19 Authorizing Write Off of 2016 Personal Property Taxes Uncollectible in 2017
County Treasurer Val Etzel confirmed that the balance of uncollectible personal property taxes is decreasing. Her department is helping municipalities to collect on them before the County gets them for chargeback. The write-offs amount are only the County and State's portion of the taxes. **Supervisor Norem made a motion, seconded by Vice Chair Grant, to approve the write off of 2016 personal property taxes uncollectible in 2017. Motion carried 4-0.**
- Report on 2018 donations and fundraisers
Supervisor Norem made a motion, seconded by Vice Chair Grant, to accept the report on 2018 donations and fundraisers. Motion carried 4-0. Deputy County Administrator-Finance Nicki Andersen announced a new van for the Lakeland Health Care Center was purchased entirely through donations and fundraising.
- Resolution **-05/19 Closing Fiscal Year 2018
Vice Chair Grant made a motion, seconded by Supervisor Norem, to approve the resolution closing fiscal year 2018. Motion carried 4-0.
- Resolution **-05/19 Committing Fund Balances as of December 31, 2018
Vice Chair Grant made a motion, seconded by Supervisor Ingersoll, to approve the resolution committing fund balances as of December 31, 2018. Motion carried 4-0.

- Resolution **-05/19 Committing General Fund Available Balance
Vice Chair Grant made a motion, seconded by Supervisor Ingersoll, to approve the resolution committing general fund available balance. Motion carried 4-0.
- Resolution **-05/19 Committing Children with Disabilities Education Board Available Fund Balance
Andersen reported the Children with Disabilities Education Board unanimously approved the resolution.
Vice Chair Grant made a motion, seconded by Supervisor Ingersoll, to approve the resolution committing Children with Disabilities Education Board available Fund balance. Motion carried 4-0.
- 2019 calendar for 2020 budget process
Chair Russell noted the Public Works and Human Resources Committees approved the calendar as presented. She appreciates the ample notice so Board Supervisors can plan ahead and avoid schedule conflicts. **Supervisor Norem made a motion, seconded by Vice Chair Grant, to approve the 2019 calendar for the 2020 Budget process. Motion carried 4-0.**

Confirmation of next meeting: Thursday, May 23, 2019 at 9:30 a.m., County Board Room 114 at the Walworth County Government Center.

Adjournment

On motion and second by Supervisors Norem and Ingersoll, Chair Russell adjourned the meeting at 9:45 a.m.