PORTAGE COUNTY

MEETING MINUTES

FINANCE COMMITTEE

PORTAGE COUNTY ANNEX
CONFERENCE ROOMS 1 & 2
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

Monday, July 10, 2023 **5:00 PM**

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone: dial 1-872-242-7813, after dialing the number, you will then be asked to enter a meeting number. Use the following meeting number: 155 858 033, then press #
To attend this meeting by video: [Click here to join the meeting]

CALL TO ORDER

The Finance Committee meeting was called to order at 05:00 PM

Members Present: Jeanne Dodge, Larry Raikowski, Dave Ladick, Julie Morrow
Attending In-Person: Jeanne Dodge, Larry Raikowski, Dave Ladick, Julie Morrow
Attending Online: None
Members Excused: Scott Soik
Members Absent: None

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.
No one registered to address the Committee on specific agenda items.

CORRESPONDENCE

1. Portage County Deputy Sheriff's Association

Director Jossie shared the letter forwarded from the Public Safety/Emergency Management Committee.

2. Update from Junction City Village President, Peter Mallek

Director Jossie shared the letter from Village President Peter Mallek. Mr. Mallek shared information with the Committee outlined in his letter.

APPROVAL OF MINUTES

There was no approval of minutes.

REPORTS

3. Vendor Invoice Lists

The Vendor Invoices Lists were reviewed by the Committee.

4. Treasurer

Treasurer Przybelski was not in attendance.

5. Information Technology

Director Gollnick provided an updated on the phone system upgrade and an update necessary to the MS Surface Pro for the camera.

6. Purchasing

Director Schultz discussed RFP's currently in process.

7. Finance

Director Jossie discussed the recent HHS Gilfry building water event and the fiscal and insurance impacts. More information regarding the fiscal impact will come forward in project and budget amendments when further information is known.

8. County Executive

County Executive Pavelski provided an update on the HHS Gilfry building situation and increased shared revenue.

DISCUSSION/POSSIBLE ACTION

9. Discussion and Possible Action regarding Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)

- Request for special meeting attendance
- Approval of attendance of special meetings
- Special meeting attendance reports

There were no requests for special meeting attendance.

10. Discussion and Possible Action regarding Grant Applications/Awards (Portage County Ordinance 3.8.14):

- Health & Human Services - WI Department of Health Services Public Health Vending Machine grant award in the amount of $50,000
- Health & Human Services - WI Department of Health Services Community Partnership for Diversion from Youth Justice grant award (increase) in the amount of $35,690
- County Clerk - WI Election Commission 2023 Absentee Ballot Envelope Subgrant application in the amount of $7,360

A motion was made by Jeanne Dodge, seconded by Julie Morrow, to approve the grant applications and awards as presented. Motion to approve the grant applications and awards as presented carried by voice vote, with no negative votes.

11. Discussion and Possible Action regarding Resolution Authorizing 2023 Budget Amendments and Transfers

A motion was made by Julie Morrow, seconded by Dave Ladick, to approve the resolution and forward to County Board. Motion to Approve passed by voice vote, with no negative votes.

12. Discussion and Possible Action regarding Resolution Approving a Capital Project Request - Jail Control Panel

Director Jossie explained the request for an out of sequence capital project to upgrade the jail control panel. A resolution will be brought back to a future meeting to add this project.

13. Discussion and Possible Action regarding State and Local Fiscal Recovery Funding Program - Project Request Program Evaluation and Update

Director Jossie discussed the options to change or modifity the existing SLFRF project request process, including but not limited to: ending the program, pausing the program, and focusing on specific areas.

Committee discussion surrounded pausing the project requests until a future date and requested Director Jossie to discuss how to do so with Corporation Counsel and bring forward to a future meeting.

14. Discussion and Possible Action regarding Accounts Receivable Write-Offs

- Amounts less than $20 (Notice only – previously authorized by Department Director)
- Amounts of $20 - $999 (Notice only – previously authorized by Finance Director)
- Amounts of $1,000 - $5,000
- Amounts over $5,000

A motion was made by Larry Raikowski, seconded by Julie Morrow, to approve the write-offs $1,000 and over. Motion to approve the write-offs $1,000 and over carried by voice vote, with no negative votes.

NEXT MEETING DATE

15. August 14, 2023

The next regular meeting is August 14th at 5PM. The Committee will also tentatively schedule a special meeting to address the capital plan on Jly 26th at 5PM.

ADJOURNMENT

A motion was made by Dave Ladick, seconded by Jeanne Dodge, to adjourn. Motion carried by voice vote.
Meeting adjourned at 06:11 PM