



PORTAGE COUNTY

MEETING MINUTES

FINANCE COMMITTEE

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

Monday, October 14, 2024

4:00 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 in a meeting number. Use the following meeting number: 605 465 257, then press #

To attend this meeting by video: [Join the meeting now](#)

CALL TO ORDER

The Finance Committee meeting was called to order at 04:00 PM

Members Present: Larry Raikowski, Dave Ladick, Julie Morrow, Andrew Rockman, Vinnie Miresse

Attending In-Person: Larry Raikowski, Dave Ladick, Andrew Rockman, Vinnie Miresse

Attending Online: Julie Morrow

CORRESPONDENCE

1. WI Department of Revenue, *Wisconsin Economic Forecast, August 2024*

Director Jossie shared the correspondence.

2. WI Department of Revenue, Municipal Debt Limits Report - 2024 Equalized Values

Director Jossie shared the correspondence.

REPORTS

3. Vendor Invoice Lists

The Vendor Invoices Lists were reviewed by the Committee.

4. Treasurer

- Delinquent Tax Status Parcel Updates

Treasurer Przybelski provided an update regarding delinquent taxes.

5. Information Technology

Director Gollnick provided an update on multi-factor authentication.

6. Purchasing

- Surplus
- Procurements

Director Schultz provided an update on procurement projects.

7. Finance

Director Jossie provided an update on the director report enclosed in the agenda packet.

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 public comment ordinance and 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.

APPROVAL OF MINUTES**8. September 9, 2024 Joint Meeting with Space & Properties Committee Minutes**

A motion was made by Dave Ladick, seconded by Andrew Rockman, to approve the minutes. Motion to approve carried by voice vote, with no negative votes.

9. September 9, 2024 Meeting Minutes

A motion was made by Vinnie Miresse, seconded by Dave Ladick, to approve the minutes. Motion to approve carried by voice vote, with no negative votes.

DISCUSSION/POSSIBLE ACTION**10. Discussion/Possible Action Re: 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 special meeting requests or reports.

11. Discussion and Update regarding 980 Housing Requirements - Director Kim Vagueiro, Health & Human Services

Director Vagueiro provided an update on the requirements and responsibilities of housing individuals meeting the criteria defined in Wis. Stats. Chapter 980.

12. Discussion and Possible Action regarding Authorization of Payment Corrections for Delinquent Real Estate Taxes Interest Penalties Not Entitled to Post Bankruptcy Filing

A motion was made by Andrew Rockman, seconded by Vinnie Miresse, to approve the payment correction. Motion to approve carried by voice vote, with no negative votes.

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

- Sheriff - Wisconsin County Mutual Insurance Corporation (WCMIC) 2024 ALERT Law Enforcement Grants application in the amount of \$10,000

A motion was made by Vinnie Miresse, seconded by Dave Ladick, to approve the grant application. Motion to approve carried by voice vote, with no negative votes.

14. Discussion and Possible Action regarding Resolution Authorizing 2024 Budget Amendments and Transfers

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

15. Discussion and Review regarding 2025 Proposed County Budget

- Tax Levy
- Debt Service
- Capital
- Sales Tax
- 2024 Budget Projections by Fund
- Fund Balance
- Publication - Legal Notice Requirement
- Budget Amendments and Committee Referrals

A copy of the County's proposed budget may be found on the website at the following address:

<https://www.co.portage.wi.gov/240/Budgets>

Director Jossie provided an overview of the 2025 budget including tax levy, debt service, capital, sales tax, 2024 projections, fund balance, legal publication and next steps in the budget process. The Committee discussed the budget.

16. Discussion and Possible Action regarding Establishing Fund Balance Classifications as Required by GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions

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

17. 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

A motion was made by Dave Ladick, seconded by Vinnie Miresse, to approve the write-offs for \$1,000-\$5,000. Motion to approve carried by voice vote, with no negative votes.

18. Discussion and Review regarding Revisions to the Capital Improvement Handbook

Director Jossie discussed the upcoming revisions to the Capital Improvement Handbook.

NEXT MEETING DATE

19. October 28, 2024

The next meeting date is October 28, 2024.

ADJOURNMENT

The meeting was adjourned by the Chair.
Meeting adjourned at 05:27 PM