



PORTAGE COUNTY

MEETING MINUTES

FINANCE COMMITTEE

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

Monday, October 4, 2021

5:00 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-608-338-1399, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 623 780 475, then press #

To attend this meeting by video: [Click here to join the meeting](#)

Due to COVID-19 and the potential risk to members of the public who attend meetings in-person, any person who plans to attend the meeting remotely, but wishes to comment on an agenda item can send their comments via email to finance@co.portage.wi.us. The deadline for sending comments by email is 48 hours prior to the start of the meeting. Emailed comments will be delivered to committee members at least 24 hours prior to the meeting. Remote comment by the public during the meeting will be at the discretion of the Chair.

CALL TO ORDER

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

Members Present: Dennis Raabe, Jeanne Dodge, Larry Raikowski, Dave Ladick, Julie Morrow

Attending In-Person: Dennis Raabe, Jeanne Dodge, Larry Raikowski, Dave Ladick, Julie Morrow

Attending Online: None

Members Excused: None

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.

APPROVAL OF MINUTES

1. September 20, 2021 Meeting Minutes

A motion was made by Julie Morrow, seconded by Dave Ladick, to Approve the minutes. Motion to Approve carried by voice vote, with no negative votes.

REPORTS

2. Vendor Invoice Lists

There were no vendor invoice lists presented.

3. Treasurer

Treasurer Przybelski was unable to attend due to a conflict.

4. Information Technology

Director Hawker was unable to attend due to a conflict.

5. Purchasing

Director Schultz provided an update on recent RFP awards, contracts, and procurements.

6. Finance

Director Jossie provided an update on sales tax, single audit, and HRSA Provider Relief Fund (PRF) reporting.

7. County Executive

County Executive Holman provided an update on ARPA SLRF guidance recently issued by US Treasury regarding delayed reporting and additional time necessary to develop the final rule and an opportunity to discuss this topic with a WCA audience next Monday.

CORRESPONDENCE

8. Wisconsin Department of Children and Families - Acceptance of 2020 Federal and State Awards Report

Director Jossie shared correspondence from the WI Department of Children and Families accepting the County's 2020 Federal and State Awards report.

9. Wisconsin Department of Revenue, *State and Local Finance Newsletter*

Director Jossie shared the recent WI Department of Revenue newsletter.

DISCUSSION/POSSIBLE ACTION

10. Presentation of 2020 Annual Financial Report
Presented by Amber Danielski, CliftonLarsonAllen

Ms. Danielski presented the County's 2020 annual financial report and discussed the County's audit, along with sharing the 2020 Federal and State Awards report.

11. Discussion/Possible Action Re: 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

A motion was made by Dave Ladick, seconded by Larry Raikowski, to Approve the special meeting attendance presented. Motion to Approve carried by voice vote, with no negative votes.

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

- Aging & Disability Resource Center – Greater WI Agency on Aging Resources AAA Older American's Act Title III, C-2 Supplemental grant award in the amount of \$34,587
- Aging & Disability Resource Center - Greater WI Agency on Aging Resources AAA Older American's Act Title III, B Supplemental grant award in the amount of \$10,391
- Sheriff - WI Department of Military Affairs HMEP Core & Specialized HazMat Training grant application in the amount of \$5,950
- Health & Human Services - WI Department of Health Services Immunization grant award in the amount of \$114,700
- Health & Human Services - WI Department of Health Services Public Health Emergency Response COVID-19 grant award in the amount of \$32,772

A motion was made by Larry Raikowski, seconded by Julie Morrow, to Approve all grant applications and awards as presented. Motion to Approve carried by voice vote, with no negative votes.

13. Discussion and Possible Action regarding Resolution Authorizing a 2021 Budget Adjustment for Funding to Respond to the COVID-19 Public Health Emergency

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

14. Discussion and Review regarding 2022 Proposed County Budget

- 2022 Budget Progress
- 2022 Budget Assumptions

- Tax Levy & Tax Rate
- Wage & Benefit Analysis
- 2021 Budget Projections
- Fund Balance

Director Jossie discussed the progress on completing the 2022 budget, assumptions used in the development of the budget, reviewed the 2022 tax levy and tax rate, discussed the impact the 2022 budget has on personnel costs to be further discussed at a future meeting, projections for 2021, and the notable fund balance changes for 2021 and 2022.

15. 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 Larry Raikowski, seconded by Dennis Raabe, to approve the resolution and forward to County Board. Motion to Approve passed by voice vote, with no negative votes.

NEXT MEETING DATE October 18, 2021, if needed October 25, 2021

The Committee agreed to meet at 5pm for the remainder of October and then move the meeting start time to 4pm.

ADJOURNMENT

The meeting was adjourned by Call of the Chair.

Meeting adjourned at 06:22 PM

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.