



PORTAGE COUNTY

MEETING MINUTES

FINANCE COMMITTEE

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

Monday, November 1, 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: 582 912 949, 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

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.

APPROVAL OF MINUTES

1. October 25, 2021 Meeting Minutes

REPORTS

2. Vendor Invoice Lists
3. Treasurer
4. Information Technology
5. Purchasing
6. Finance
7. County Executive

CORRESPONDENCE

DISCUSSION/POSSIBLE ACTION

8. Discussion and Possible Action regarding Request by First State Bank for a Waiver from Portage County Business Park Deed Restrictions and Protective Covenants Section XI(C) Regarding Sign Height

A motion was made by Dennis Raabe, seconded by Julie Morrow, to Approve the 3rd sign and exceed the sign height at 10'4". Motion to Approve the 3rd sign and exceed the sign height at 10'4" carried by voice vote, with no negative votes.

9. Discussion and Possible Action regarding Request to Modify the Approved Signage Plan for Aspirus

A motion was made by Julie Morrow, seconded by Dennis Raabe, to Approve the request as presented. Motion to Approve the request as presented carried by voice vote, with no negative votes.

10. 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 Larry Raikowski, seconded by Julie Morrow, to Approve the special meetings request. Motion to Approve the special meetings request carried by voice vote, with no negative votes.

11. Discussion and Possible Action regarding Resolution Authorizing a 2021 Budget Adjustment for the Solid Waste Department Due to Increased SWAP Volume

A motion was made by Julie Morrow, seconded by Dennis Raabe, 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 Authorizing a 2021 Budget Adjustment for the Solid Waste Department Due to Increased Transfer Facility Volume

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.

13. Discussion regarding Insurance Proposal/Renewal Options for 2022

Director J. Jossie provided updates on insurance renewal information including a revised renewal quotation from Wisconsin County Mutual for general liability coverage, deductible and claims history information regarding auto and property coverage, and information regarding cyber coverage renewals.

14. Discussion and Possible Action regarding Authorizing Auto Physical Damage Coverage for 2022 (Portage County Ordinance 3.7.11)

A motion was made by Dennis Raabe, seconded by Larry Raikowski, to Approve the renewal with a change in deductible from \$1,000 to \$2,500. Motion to Approve carried by voice vote, with no negative votes.

15. Discussion and Possible Action regarding Authorizing Cyber Liability Coverage for 2022 (Portage County Ordinance 3.7.11)

This will be placed on a future agenda once additional information is received by Wisconsin County Mutual regarding coverage changes or prior to the end of the policy period.

16. Discussion and Notice 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)

Discussion and Possible Action regarding Accounts Receivable Write-Offs

- Amounts of \$1,000 - \$5,000
- Amounts over \$5,000

Director J. Jossie provided notice to the Committee for write offs less than \$1,000.

A motion was made by Dennis Raabe, seconded by Julie Morrow, to approve the write off amounts as presented. Motion to Approve passed by voice vote, with no negative votes.

17. Enter into Closed Session Pursuant to WIS. STAT. § 19.85(1)(e):

For the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require closed session, regarding an offer to purchase the County received for former H2O parcel 173-23-0826-15.03 in the Village of Plover.

Reconvene into open session pursuant to WIS. STAT. § 19.85(2) for discussion and possible action on the aforementioned closed session item(s), if necessary.

A motion was made by Larry Raikowski, seconded by Dennis Raabe, to enter into closed session.
The motion to enter into closed session Passed by the following vote:

5 Yes: Dennis Raabe, Jeanne Dodge, Larry Raikowski, Dave Ladick, Julie Morrow
0 No: None
0 Abstain: None

A motion was made by Julie Morrow, seconded by Dennis Raabe, to reconvene in open session. Motion to reconvene in open session carried by voice vote, with no negative votes.

A motion was made by Larry Raikowski, seconded by Julie Morrow to approve the proposed Purchase Agreement between the buyer, Premier Real Estate Management, LLC, and the seller, Portage County, for the sale of the following vacant land: A 12.356 acre parcel located in the Village of Plover identified as tax parcel number 173-23-0826-15.03, and further identified as Lot 1 of Portage County Certified Survey Map No. 10955-50-85 (the Property). Further, instruct county staff and officials to take whatever steps are necessary for the county to sell the Property according to the terms of the proposed Purchase Agreement. Motion to approve carried by voice vote, with no negative votes.

NEXT MEETING DATE November 15, 2021

The next meeting date is November 15th at 4:00 PM.

ADJOURNMENT

The meeting is adjourned by the call of the Chair.

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.