



PORTAGE COUNTY

MEETING MINUTES

FINANCE COMMITTEE

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

Monday, March 7, 2022

4:00 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: 362 117 288, 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 04:00 PM

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

Attending In-Person: Jeanne Dodge, Larry Raikowski, Julie Morrow

Attending Online: Dennis Raabe

Members Excused: Dave Ladick (attempted to connect virtual but was unable to due to hyperlink issue)

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. February 7, 2022 Meeting Minutes

A motion was made by Larry Raikowski, seconded by Julie Morrow, to Approve. Motion to Approve carried by voice vote, with no negative votes.

REPORTS

2. Vendor Invoice Lists

The Vendor Invoices Lists were reviewed by the Committee.

3. Treasurer

Treasurer Przybelski provided an update on tax deed sales, delinquent taxes, and current taxes collected.

4. Information Technology

Director Gollnick was introduced to the Committee.

5. Purchasing

Director Schultz provided an update on an RFP for design services for a new HCC facility pending the outcome of the upcoming referendum.

6. Finance

Director Jossie provided an update on sales tax collections, vehicle registration fee collection, finance department budget updates, capital projects update, current budget matters, State and Local Fiscal Recovery Funds reporting, department staffing, photocopying budget, Employee Self Service for board members, risk management & safety updates.

7. County Executive

County Executive Holman updated the Committee on the recent outcome of the sales tax legal matter in Brown County.

CORRESPONDENCE

8. WI Department of Revenue - 2020 County and Municipal Revenues and Expenditures (CMRE) Report

Director Jossie shared the report information issued by the WI Department of 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):

- Central WI Airport – Small Community Air Service Development Program grant application in the amount of \$2,000,000

A motion was made by Julie Morrow, seconded by Dennis Raabe, to approve the grant application and to modify the match to up to \$105,000 from Portage County. Motion to approve the grant application with the modification to \$105,000 in match funds carried by voice vote, with no negative votes.

11. Discussion and Notice regarding Authorization of Contract for Bid Number 2022-3, Portage County Business Park Pond Maintenance in the amount of \$14,594 (Portage County Ordinance 3.7.11)

Director Reed provided notice to the Committee.

12. Discussion and Possible Action regarding Authorization of Contract for Bid Number 2022-4, Portage County Business Park Landscaping, Irrigation services and Snow Removal in the amount of \$73,759 (Portage County Ordinance 3.7.11)

A motion was made by Larry Raikowski, seconded by Julie Morrow, to approve the contract. Motion to approve the contract carried by voice vote, with no negative votes.

13. Discussion and Possible Action regarding Resolution Authorizing an Agreement with TEGRA Group Inc. for an Owner's Representative to Develop a Long-Term Master Facilities Plan for the Construction of New Government Facilities

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

14. Discussion and Possible Action regarding State & Local Fiscal Recovery Project Recommendations

- Sheriff - Deputy
- Family Court Commissioner - Administrative Associate II
- Health & Human Services - Special Needs Program Assistant
- Central WI Airport

A motion was made by Julie Morrow, seconded by Larry Raikowski, to approve projects as listed with updated information for the Central WI Airport grant project. Motion to Approve passed by voice vote, with no negative votes.

15. Discussion and Possible Action regarding Resolution Authorizing State & Local Fiscal Recovery Funds Program Projects and Subsequent Budget Adjustment

A motion was made by Julie Morrow, seconded by Larry Raikowski, to approve the resolution and forward to County Board. Motion to

Approve passed by voice vote, with no negative votes.

16. Discussion and Possible Action regarding Resolution for the Dissolution of the Portage County Safety Officer Resulting in the Revision of Portage County Code of Ordinances Section 3.1.39 Portage County Safety Officer

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.

17. Discussion regarding Budget Amendment & Transfer Request and Approval Process

Director Jossie discussed the operational change for processing budget amendment and transfer requests.

18. Discussion and Possible Action regarding Resolution Authorizing 2022 Budget Amendments and Transfers

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.

NEXT MEETING DATE

19. March 21, 2022

ADJOURNMENT

The meeting was adjourned by call of the Chair.
Meeting adjourned at 05:04 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.