



PORTAGE COUNTY

MEETING MINUTES

FINANCE COMMITTEE

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

Monday, October 10, 2022

4:30 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: 781 196 930, 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 4:30 PM

Members Present: Larry Raikowski, Dave Ladick, Jeanne Dodge, Julie Morrow, Scott Soik

Attending In-Person: Larry Raikowski, Dave Ladick, Jeanne Dodge, Scott Soik

Attending Online: Julie Morrow

Members Excused: None

Members Absent: None

PUBLIC NOTICE

No one registered to address the Committee on specific agenda items.

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. September 12, 2022 Meeting Minutes

A motion was made by Scott Soik, seconded by Dave Ladick, to approve meeting minutes. Motion to approve meeting minutes 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 had no report to provide for this meeting.

4. Information Technology

Director Gollnick had no report to provide for this meeting.

5. Purchasing

Director Schultz updated the Committee on the Health Care Center project.

6. Finance

Director Jossie updated the Committee on sales tax collections, vehicle registration collections, capital projects, SLFRF program, LATCF funding opportunity, debt service planning, government facility project, health care center facility project, department staffing, financial advisor services request for proposal, risk management & safety, opioid settlement payments, and the transition of the business park.

7. County Executive

County Executive Pavelski had no report to provide for this meeting other than answer questions related to the budget.

CORRESPONDENCE

There was no correspondence provided to the Committee.

DISCUSSION/POSSIBLE ACTION

8. 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

A motion was made by Dave Ladick, seconded by Jeanne Dodge, to approve special meeting attendance for L. Raikowski attending Health Care Center/Finance/Human Resources meeting . Motion to approve special meeting attendance carried by voice vote, with no negative votes.

9. Discussion and Possible Action regarding Resolution Authorizing an Agreement with Pepper Construction Group for the Construction of a New Health Care Center Building to Provide Construction Manager At Risk Services

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

10. Presentation of 2021 Annual Financial Report
Presented by Amber Danielski, CLA (CliftonLarsonAllen LLP)

A. Danielski discussed the Portage County 2021 Financial Reports including the county's financial statements and single audit.

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

- Sheriff – WI Department of Health Services Emergency Medical Services (EMS) Flex grant award in the amount of \$230,000
- Sheriff – WI Department of Military Affairs FY 2023 PSAP Grant Program application in the amount of \$102,631
- Health Care Center - WI Department of Health Services Nursing Home & LTC Infection Prevention & Infrastructure Matching grant award in the amount of \$17,520

A motion was made by Jeanne Dodge, seconded by Dave Ladick, to approve the grant applications and awards, along with authority to increase the application for the PSAP grant for highway communications if allowable. Motion to approve the grant applications and awards carried by voice vote, with no negative votes.

12. Discussion and Review regarding 2023 Proposed County Budget

- Tax Levy
- Health Care Center Referendum Tax Levy
- Debt
- Capital
- Sales Tax Projections
- Countywide 2022 Budget Projections
- Fund Balance
- Draft Resolution for Tax Levy & 2023 Budget Adoption
- 2023 Publication - Legal Notice Requirement
- County Taxes & Equalized Value

- 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.us/department/finance-department/portage-county-budgets/budget-2023>

Director Jossie reviewed the 2023 Proposed County Budget and 2022 projections.

13. 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

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

NEXT MEETING DATE

14. October 24, 2022

The next meeting will begin at 4:30 PM.

ADJOURNMENT

A motion was made by Scott Soik, seconded by Dave Ladick, to adjourn. Motion carried by voice vote.
Meeting adjourned at 6:10 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.