PORTAGE COUNTY

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

MEETING MINUTES

FINANCE COMMITTEE

Monday, December 12, 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: 379 503 64, 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 04:30 PM

Members Present: Jeanne Dodge, Larry Raikowski, Dave Ladick, Julie Morrow, Scott Soik
Attending In-Person: Jeanne Dodge, Larry Raikowski, Dave Ladick, Scott Soik
Attending Online: Julie Morrow
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.
Toren Anderson, Mark Brueggeman, Kathy Jones, and Mildred Neville registered to address the Committee on specific agenda items.

APPROVAL OF MINUTES

1. November 28, 2022 Meeting Minutes

A motion was made by Dave Ladick, seconded by Jeanne Dodge, to approve the meeting minutes. Motion to approve the 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 reported on tax deed property sales, office staffing, and recent tax bills.

4. Information Technology

Director Gollnick had nothing to report to the Committee at this time.

5. Purchasing

Director Schultz reporting on recent highway request for proposals (RFPs) and the facility master planning project.

6. Finance

Director Jossie reported updates from a recent health care center meeting, upcoming resolution for salary plan updates through the

Human Resources Committee which will need to involve the Finance Committee, sales tax collections, vehicle registration fee collections, State & Local Fiscal Recovery Funds (SLFRF), Village of Nelsonville SLFRF request, program assessment process, Local Assistance and Tribal Consistency Funds, debt service planning, county levy limit worksheet submission, interim audit fieldwork, finance staffing, and WI County Mutual policy dividend.

7. County Executive

County Executive Pavelski reported on finance staffing, salary plan updates, Adult Day Center Program, and Health Care Center.

CORRESPONDENCE

Chair Raikowksi shared with the Committee the recent Wisconsin Counties publication which references Portage County's Community Officer - a collaboration of the County's Sheriff's Office and Highway Department. Chair Raikowski also shared a recent local government article discussing the effects of filling in budget gaps with COVID funding.

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

There were no requests for special meetings.

9. Discussion and Possible Action regarding Review and Possible Revision of State and Local Recovery Funds (SLFRF) Program Request and Evaluation Process

Toren Anderson, Mark Brueggeman, and Mildred Neville spoke in support of a change to the process. Supervisor Mike Splinter and Supervisor Suzanne Oehlke also spoke in support of a change to the process.

A motion was made by Dave Ladick, seconded by Jeanne Dodge, to modify the process to eliminate the overall scoring threshold but continue to offer a scoring tool as a guide for assistance in evaluating the proposed request but the scoring tool is not required, and approving each project by vote after a motion and a second. Discussion regarding whether the scoring tool would be considered a record of the meeting which was clarified it would not be, as the tool would be more a guide to help the member with the evaluation or questions and will not be collected or stored. Discussion by the Committee on whether the process was flawed or worked as intended. Motion to approve passed by voice vote, with one negative vote, 4-1 (Soik).

A motion was made by Scott Soik, to review requests every six months. The motion failed to receive a second.

A motion was made by Jeanne Dodge, seconded by Scott Soik, to continue to review requests on a quarterly basis. Discussion by the Committee regarding if a vote on a project could be postponed due to requiring or requesting additional information upon initial review of the proposal which was affirmed by staff. Motion to approve passed by voice vote, with no negative votes.

A motion was made by Jeanne Dodge, seconded by Dave Ladick, to allow a failed project request to be resubmitted with a revised application in a future funding cycle. Discussion by the Committee included the failed application could not be the same application that was previously rejected and must be altered to be considered. Motion to approve passed by voice vote, with no negative votes.

10. Discussion and Possible Action regarding Resolution Reinstating Funding the Adult Day Center in the 2023 Portage County Budget

Kathy Jones spoke in favor of the agenda item.

A motion was made by Jeanne Dodge, seconded by Dave Ladick, to approve the resolution and forward to County Board. Discussion by the Committee indicating this is one-time funding. Motion to approve passed by voice vote, with no negative votes.

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

- Aging & Disability Resource Center – WI Institute for Healthy Aging Localizing Efforts to Address Falls (LEAF) grant application in the amount of $10,000
- Aging & Disability Resource Center – WI Department of Health Services Medicaid Home and Community-Based Services (HCBS) grant award in the amount of $27,500
- Sheriff’s Office – WI Department of Justice Coronavirus Emergency Supplemental Funds (CESF) grant

application in the amount of $25,000

A motion was made by Dave Ladick, seconded by Jeanne Dodge, to approve as submitted. Motion to approve as submitted carried by voice vote, with no negative votes.

12. Discussion and Possible Action regarding Resolution Authorizing State and Local Fiscal Recovery Funds SLFRF) Program Projects

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

13. Discussion and Possible Action Regarding Resolution Authorizing 2022 Budget Amendments and Transfers

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.

14. Discussion and Possible Action regarding Resolution Authorizing 2023 Budget Amendments and Transfers

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

15. Discussion and Review regarding Insurance Proposals and Renewal Options for 2023

Director Jossie discussed the remaining insurance renewals for cyber liability, environmental pollution liability, storage tank liability, and crime insurance.

16. Discussion and Possible Action regarding Authorizing Cyber Liability Coverage for 2023 (Portage County Ordinance 3.7.11)

No action was taken. The Committee will return to the market for quotes after the more recent information technology improvements are completed.

17. Discussion and Possible Action regarding Environmental Pollution Liability Insurance for Solid Waste Operations for 2023 - 2025 (Portage County Ordinance 3.7.11)

A motion was made by Scott Soik, seconded by Dave Ladick, to approve the quote from Beazley for environmental pollution liability insurance. Motion to approve carried by voice vote, with no negative votes.

18. Discussion and Notice regarding Storage Tank Liability Coverage for 2023 (Portage County Ordinance 3.7.11)

Director Jossie provided notice of the storage tank liability insurance.

19. Discussion regarding Program Assessments - Finance Department

Director Jossie broadly discussed the Finance Department programs.

NEXT MEETING DATE

20. January 9, 2023

The next meeting will be January 9, 2023 at 4pm.

ADJOURNMENT

A motion was made by Dave Ladick, seconded by Larry Raikowski, to adjourn. Motion carried by voice vote.
Meeting adjourned at 06:42 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.