



PORTAGE COUNTY

MEETING MINUTES

FINANCE COMMITTEE

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

Monday, January 9, 2023

4:00 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-872-242-7813 , after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 550 731 070, then press #

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

CALL TO ORDER

The Finance Committee meeting was called to order at 04:02 PM

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

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

Dave Ladick arrived at 4:25 PM

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.

Eric Olson registered to speak on item 12 on the agenda.

APPROVAL OF MINUTES

1. December 12, 2022 Meeting Minutes
2. December 19, 2022 Meeting Minutes - Joint Meeting with Human Resources Committee

A motion was made by Julie Morrow, seconded by Jeanne Dodge, to approve meeting minutes for December 12, 2022 and December 19, 2022. Motion to approve meeting minutes carried by voice vote, with no negative votes.

REPORTS

3. Vendor Invoice Lists

The Vendor Invoices Lists were reviewed by the Committee.

4. Treasurer

Treasurer Przybelski reported on tax collections and tax deeds.

5. Information Technology

Director Gollnick was out of the office.

6. Purchasing

Director Schultz reported on the upcoming January 31st County Board Meeting of the Whole.

7. Finance

Director Jossie updated the Committee on sales tax collections, department staffing, capital projects, 2022 YTD budget, new IRS mileage rate, State & Local Fiscal Recovery Funds (SLFRF) program and the program assessment process, two potential building projects, debt service planning, interim audit fieldwork, Portage County Business Park, notice of approved gift cards, risk management updates, and an RFP for Financial Advisor Services.

8. County Executive

County Executive Pavelski updated the Committee regarding the progress of the Portage Solar development agreement, Portage County Humane Society agreement, and Portage County Business Park.

CORRESPONDENCE

There was no correspondence.

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 special meeting requests.

10. Discussion and Notice Regarding Voiding Tax Certificates after 11 Years

Treasurer Przybelski provided the information on the voided tax certificates.

11. Discussion and Possible Action regarding Resolution for Cancellation of Outstanding Checks Issued Prior to January 1, 2022

A motion was made by Dave Ladick, seconded by Jeanne Dodge, 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 Revised State and Local Fiscal Recovery Funds (SLFRF) Program Request and Evaluation Process

Mr. Olson provided feedback regarding the SLFRF process and community outreach.

A motion was made by Larry Raikowski, seconded by Dave Ladick, to approve the revised process. Motion to approve the revised process carried by voice vote, with no negative votes.

13. 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 award in the amount of \$10,000

At the request of the Chair, this item was moved prior to agenda item #9.

A motion was made by Jeanne Dodge, seconded by Julie Morrow, to approve the grant application and award. Motion to approve the grant application and award carried by voice vote, with no negative votes.

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

Director Jossie requested the attachment related to the ADRC amendment be removed pending approval from the ADRC Board.

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

15. Discussion regarding Program Assessments - Purchasing

Director Schultz discussed the Purchasing Department program assessment forms.

16. Discussion and Notice regarding Authorizing Crime Coverage for 2023 (Portage County Ordinance 3.7.11)

Director Jossie informed the Committee of the crime coverage with Travelers for 2023.

17. Discussion and Possible Action 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)
- Amounts of \$1,000 - \$5,000
- Amounts over \$5,000

A motion was made by Julie Morrow, seconded by Dave Ladick, to approve the recommended write-offs. Motion to approve the recommended write-offs carried by voice vote, with no negative votes.

NEXT MEETING DATE

18. February 13, 2023

Next meeting is tentatively January 30, 2023 at 4:00 PM to discuss SLFRF requests.

Next regular meeting is February 13, 2023.

ADJOURNMENT

A motion was made by Jeanne Dodge, seconded by Julie Morrow, to adjourn. Motion carried by voice vote.

Meeting adjourned at 05:37 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.