

The Florence County Audit, Budget, and Administrative Committee met at the Courthouse on July 9, 2019. The meeting was called to order by the Chair. Members present were Supervisors: Bomberg, Dzekute, Kelley, Johnson and Steber. Absent: None.

Moved by Supervisor Johnson, seconded by Supervisor Dzekute approval of Agenda. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Dzekute, seconded by Supervisor Steber to approve June 11, 2019 regular meeting minutes. Ayes: Five (5). Nays: None (0). Motion carried.

Wendy Gehlhoff, Economic Development Director, presented the Committee with a proposed Draft Development Agreement with 2 options to choose from for the CDBG RLF CLOSE PFED project.

Moved by Supervisor Bomberg, seconded by Supervisor Steber to approve option #1 and a letter of credit from the bank with final approval by County Board. Ayes: Five (5). Nays: None (0). Motion carried.

Pat Smith, Forestry and Parks Administrator, presented the Committee with a proposed modification to the Keyes Lake Boat Landing project that is partially funded by the Capital Projects Fund and State and Federal Grants. Smith distributed a revised CIP Project Request Form and explained that project costs (net of grant funding) are now projected to come in \$40,000 under budget and is proposing that the upper overflow parking lot be paved at a net cost after grant funding no-to-exceed \$10,000.

Moved by Supervisor Bomberg, seconded by Supervisor Johnson to approve the additional \$10,000 to complete the project. Ayes: Five (5). Nays: None (0). Motion carried.

Donna Liebergen, Treasurer, presented the monthly Treasurers Report which included account balances, interest rates, and investment accounts for June. Liebergen showed nothing unusual for the month with interest rates staying around 2.5%. Chair Bomberg asked the anticipated amount of properties that will be in the In-Rem process. Liebergen anticipates three to four properties that will be in the process at the end of the year.

Moved by Supervisor Johnson, seconded by Supervisor Steber to accept the Treasurer's monthly report, and authorize the County Treasurer to invest monies in the best interest of the County. Ayes: Five (5). Nays: None (0). Motion carried.

Joe Bestor, Financial Manager, presented the Financial Manager's monthly report to the committee which shows 2019 department expense and revenue through June compared to budget. Bestor went through a quick six-month review of all department budgets discussing any questions asked. His report included a summary of year-to-date expenditures from the new Health Reimbursement Account (HRA) that was incorporated into the group medical insurance plan for County employees beginning in 2019. Bestor also reported on meetings with the Sheriff regarding status of department expenses vs. budget and with our consultant Mike Konecny who is assisting us with a review of internal controls and financial policies in compliance with Uniform Grant Guidance standards.

Moved by Supervisor Steber, seconded by Supervisor Johnson to approve the Financial Manager's monthly Report. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Dzekute to approve the timetable submitted by the Financial Manager for the preparation of the 2020 Operating Budget and the 2020-2024 Capital Improvement Plan. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Bomberg to approve the proposal to borrow \$200,000 from the Trust Funds of the State of Wisconsin for the purpose of partially funding 2018-2019 capital projects including the LaBrecque land purchase, the Keyes Lake boat landing, and four vehicles for the Sheriff's Office. The terms of the loan will include a fixed interest rate of 3.75% with repayment made over five years (\$43,882 paid annual in 2020 through 2024). The attached resolution to be considered by the County Board will specify that the County will levy a direct annual tax for the purpose of paying interest and principal on the loan as they become due. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Bomberg to approve the proposed change to the Meal Reimbursement form in accordance with Article X – Business Travel in the Florence County Personnel Policy Manual. The purpose of the changes is to clarify that IRS rules require almost all day-trip meal reimbursements to be recognized as a taxable fringe benefit and to provide further guidance on the maximum meal reimbursement amounts. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Dzekute to approve all bills submitted by the County Clerk's Office including the additional bills presented and authorize the Clerk to issue orders for the payment of the same. Ayes: Five (5). Nays: None (0). Motion carried.

There being no further business on a motion made, seconded, and carried the meeting was adjourned.

Respectfully submitted,

Donna Trudell
County Clerk