

**FINANCE**  
**January 19, 2022**

- Call to order**           The Finance Committee meeting was called to order by Chairman Gary Koch at 9:00 a.m. Committee members present were Geri Kozelka and Wayne Jerrett. Gerry Krachey and Greg Russell were absent. Also present were Dee Lutz, County Treasurer; Melissa Tairi, Treatment Court Coordinator; Jim Hackett, Emergency Management and Roberta Fisher, County Clerk.
- Verify posting**       The meeting was verified as being properly posted.
- Approval of Minutes**     Jerrett moved; Kozelka second to approve the minutes from the December 15<sup>th</sup> joint Finance/Personnel Meeting. The motion carried with no negative votes cast.
- Approval of Bills**       The Clerk presented the bills. Kozelka moved; Jerrett second to approve payment of the distributed bills. The motion carried with no negative votes cast.
- The Clerk informed the Finance Committee of the premium summary quotes from Wisconsin County Mutual for General Liability, Automobile and Personal Injury coverage and the Worker's Compensation coverage.
- Treatment Court Budget**   Melissa Tairi, Treatment Court Coordinator, addressed the committee regarding the Treatment Court Budget. Melissa admits that she was unaware of how to incorporate the grant dollars into the County Budget for 2021. Melissa's accounts show a loss; however, the grant revenue accounts show an increase. She explained to the committee how this happened.
- Koch moved; Jerrett second to pay the invoices that were presented by Melissa out of the 2021 Budget. The motion carried with no negative votes cast.
- Melissa also informed the committee that the 2022 TAD Grant that she applied for was awarded at a much lower dollar amount than anticipated.

Melissa presented a new budget based on the grant that she was awarded. The Clerk will need to create a Resolution to Amend the Budget. This will then need to be noticed to the public and passed by full county board.

Koch moved; Jerrett second to proceed with a Budget Amendment Resolution using the newly created budget that Melissa has presented today. Motion carried unanimously.

**ARPA Update**

Jim Hackett, Emergency Management, appeared before the committee to give a breakdown of how the ARPA dollars were spent from the first installment that was received by the county in 2021. The county will receive the same amount in 2022, which is approximately \$1.56 million.

The federal guidelines have changed, which lessens the restrictions on how to utilize and report the funds. The ARPA sub-committee has not met since the new guidelines were established. The sub-committee will continue to meet regularly to review all requests, and then present to Finance.

Kozelka moved; Jerrett second to approve the ARPA sub-committee recommendation to claim \$447,546.38 for county employee salaries and benefits in relation to COVID. The motion carried with no negative votes cast.

**Courthouse  
Laptop  
Requests**

The Clerk of Courts, Register in Probate and Judicial Assistant are asking for a laptop for each of their departments to use when working from home, at conferences or on the road. These three departments were not included in the original request for laptops, which was approved by Finance previously.

Jerrett moved; Koch second to approve the IT Specialist to order three more laptops for these departments not to exceed \$6000 for all three. The motion carried with no negative votes cast.

**Carried Fwd  
Accounts**

The Clerk presented the Resolution Approving Accounts to be Carried Forward into 2022.

Koch moved; Kozelka second to approve the Resolution Approving Accounts to be Carried Forward into 2022. This resolution will also be

presented at full county board for approval. The motion carried with no negative votes cast.

**Fair-Horse  
Barn Stalls**

Wane Jerrett, committee member, who also serves on the Fair Board Committee, is asking the committee to consider approving purchase of portable horse stalls. The Fair Board doesn't have enough money in their budget to pay for the full cost of the more expensive stalls.

Kozelka moved; Koch second to contribute not more than \$25,000 towards the purchase of new portable horse barn stalls to be taken from the Contingency Fund. The motion carried with no negative votes cast.

**Fund Balance  
Policy**

Koch informed the committee that he did not have the information that he wanted to present to the members regarding setting a Fund Balance Policy, which was suggested by Johnson & Block after the county's annual audit.

This item was postponed to the next Finance Committee meeting on February 2<sup>nd</sup>.

**Co Treasurer's  
Report**

Deanne Lutz, County Treasurer, distributed the updated County Sales & Use Tax and County Wheel Tax reports through December 2021.

She also distributed the 2021 Crawford County Fair Animal Auction finance report and her annual Monthly Receipts and Disbursement. This report shows that the Treasurer's office took \$32,234,204.70 in revenues and \$30,628,040.52 was disbursed in 2021.

**Next Meeting**

Wednesday, February 2, 2022, at 9 a.m. to set the County Board Agenda.

**Adjournment**

Jerrett moved, Kozelka second to adjourn the meeting. The motion carried with no negative votes cast, and the meeting adjourned at 9:55 a.m.

Roberta A. Fisher, County Clerk