

FINANCE
October 20th, 2021

- 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, Greg Russell, Wayne Jerrett and Gerry Krachey. Also present were Deanne Lutz, Treasurer; Kyle Kozelka, Hwy Commissioner; Roby Fuller, ADRC Director; Tom Cornford, County Board Chairman; Dale McCullick, Sherriff; Jim Hackett, Emergency Management; Mark Peterson, Corporation Counsel; Randy Peterson, Tricor; John Gibson, Tricor; Karen Flynn, Wisconsin County Mutual; Josh Dirkse, Wisconsin County Mutual; Becky Hackett, Driftless Development; Tammie Katzung, Main Street Program; Carol Roth, Driftless Development; Artie Johnson, DDI member and Roberta Fisher, County Clerk.
- Verify posting** The meeting was verified as being properly posted.
- Approval of Minutes** Russell moved; Kozelka second to approve the minutes from the October 6th Finance Meeting. The motion carried with no negative votes cast.
- Approval of Bills** The clerk presented the regular monthly bills. Krachey moved; Jerrett second to approve payment of the regular monthly bills. Motion carried with no negative votes cast.
- Driftless Dev. Update** Carol Roth, Executive Director for Driftless Development appeared before the committee to give a report on what has been happening in the last ten months.
- Roth informed the committee that they are looking for someone to join the Driftless Development Inc. Board of Directors if anyone is interested.
- There are several projects that DDI has been working on. Currently they are working with the villages on securing housing grants. In addition, they are working hard on the “Bounceback” grants. These grants are in the amount of \$10,000 for any new business that would go into a vacant commercial space by signing a 12-month lease. Crawford County has been awarded \$230,000 in these grants so far this year.

Tammie Katzung, Main Street Program Manager also stood before the committee to give a report on what has been happening with the Main Street Program. The downtown area has been decorated with fall planters. Several downtown businesses have taken part in a scarecrow contest.

Becky Hackett and Artie Johnson, members of DDI, also expressed the importance of promoting business growth and working to improve the economic development in Crawford County.

Gary Koch thanked the members of Driftless Development for the update, and informed them that no decision will be made today regarding the future allocations of Ho-Chunk funds.

ARPA Project Review

Jim Hackett informed the committee that the only project requests that have come in this month are “outside”, or community requests. The ARPA sub-committee feels that before they consider any outside projects, they are going to need a contract drawn up by corporation counsel to be sure that the county will not be held liable if any of the requested funds are not used within the federal guidelines.

ARPA sub-committee also is asking for approval of the Finance Committee to put a notice out to the community informing them that the county is accepting ARPA qualified project requests for consideration.

Chairman Koch expressed concern regarding realizing the county’s needs before putting the offer out to the community. Deanne Lutz, Treasurer will have a more accurate report of what funds are used and what is left for the next regular Finance meeting.

Krachey moved; Russell second to submit notice to the public that the county will be accepting ARPA qualified project requests for consideration. Corporation Counsel will prepare a contract for use of the funds by outside entities. Motion carried with no negative votes cast.

Keyless Entry System

Jim Hackett, Emergency Management also appeared on behalf of the Sheriff’s Dept. regarding the request to purchase a new keyless/remote entry system for the Law Enforcement building.

A decision needs to be made whether or not to just repair the existing system at a cost of \$4,584.57 for just the Sheriff's Department, or replace the whole system with a new one. The new system would include keyless/remote access to all three buildings at a cost of \$57,791.65.

Motion by Krachey, second by Kozelka to approve the purchase of a new Access Control keyless/remote entry system for all three buildings Motion carried with no negative votes cast.

Insurance Proposals & Comparisons

Randy Peterson and John Gibson from Tricor Insurance appeared first to give an explanation of the cost comparison they have provided to the committee members. They are willing to consolidate all insurance coverages with one agent and one renewal date. There are discounts provided for consolidating all coverages as well.

Karen Flynn and Josh Dirkse from Wisconsin County Mutual appeared next to give their presentation of the cost comparison. Karen reminded the committee that the deductible on the coverage they provide is handled on a "pre-funded" basis that is the county's money if it is needed to pay for deductible purposes. These dollars remain in an "escrow" type of account if it is not needed, and is still county money. Wisconsin County Mutual would also consolidate all coverages with one renewal date.

Cornford moved; Krachey second to approve the transfer of insurance coverage to Wisconsin County Mutual for 2022. The coverages in place will not be renewed with the current agents. Wisconsin County Mutual will pick up with short term coverages through 2022, with all coverages renewing at the same time in 2023. Motion carried with no negative votes cast.

2022 Budget Borrowing

The clerk informed the committee that in order to increase the levy limit, the county will need to borrow funds to help balance the budget. A motion will need to be made by the committee in order for the County Treasurer to seek loan terms and rates from local financial institutions. The Finance Committee will decide on which terms and rates to accept at the next meeting.

Krachey moved; Koch second to allow the County Treasurer to seek loan rates for a borrowing amount of \$500,000. The motion carried with no negative votes cast.

**Legislative bills
SB254 & AB247**

Deanne Lutz, County Treasurer appeared before to committee re: two legislative bills that were recently passed. Lutz gave an explanation of these bills to the full county board yesterday, and is requesting the Finance Committee to make a decision of whether or not to waive the interest and penalties on delinquent taxes from February 1st through October 1st of this year due to COVID related hardship.

Krachey moved; Russell second to not waive the interest and penalties on the delinquent taxes collected from February 1st through October 1st, 2021. Motion carried unanimously.

**Wage Study/
Longevity**

Deanne Lutz, Treasurer gave an explanation of the wage study that was done. Lutz informed the members that the Personnel Committee had requested the former Human Resource Director to conduct a wage study for Crawford County in November of 2020, which then was passed on to the Treasurer's Department.

In addition to the wage study, Lutz is proposing that the Finance Committee consider increasing the Longevity payout levels, and to not include this as part of an employee's annual wages. Lutz provided the committee with her Longevity study.

No action was taken regarding the proposed wage and longevity study. Lutz informed the committee she will present to Personnel.

**Chargeback/
Assessor
Errors**

There are chargebacks every year for Assessor errors. This year however, the errors are a substantial amount. The Finance committee discussed how to proceed with the budget regarding this amount. The final dollar amount will not be known until possibly November 15th, which is after the budget is adopted.

The chargeback amount will be paid for out of the contingency fund, and thus will not be a specific budget item for 2022.

**Treasurer
Reports**

Lutz handed out information regarding the final totals of Revenue and Expenses from the 2021 Crawford County Fair.

Lutz also handed out her regular monthly Sales & Use Tax and Wheel Tax updates.

Next Meeting

November 17th, 2021 at 9:00 a.m.

Adjournment

Russell moved, Jerrett second to adjourn the meeting. The motion carried with no negative votes cast, and the meeting adjourned at 10:46 a.m.

Roberta A. Fisher, County Clerk