

**APPROVED MINUTES OF THE  
FINANCE & PERSONNEL COMMITTEE MEETING HELD  
June 5, 2023 – 4:00 p.m.**

**STATE OF WISCONSIN  
COUNTY OF PIERCE**



**Meeting held in County Board Room & via Zoom;  
124 N. Oak St. ELLSWORTH, WI**

**2023 – 06**

**1) Meeting Convened**

The Pierce County Finance & Personnel Committee met in County Board Room & via Zoom. Chairman Jon Aubart called the meeting to order at 4:00 p.m.

**1a) Those Present**

A quorum was established acknowledging 5 members present; 2 excused.

Members present:

Kris Sampson	District #1 (4:03)	Scott Bjork	District #7
Jon Aubart	District #3	Rodney Gilles	District #10
Michael Kahlow	District #6		

Absent/Excused: Jim Ashbach; District #2, Jerry Kosin; District #15

CB Supervisors Present: Dale Auckland-Dist. #12

Others present Brad Lawrence-Corp Counsel, Jason Matthys-Administrative Coordinator, Jamie Feuerhelm-County Clerk, Kathy Fuchs-Treasurer, Julie Brickner-Finance Director, Michelle Drury-Asst. Finance Director, Allison Preble-Human Resources Manager, Becky Johnson-Finance, Julie Krings HS Director, Natalie Stockwell-PCSO, AZ Snyder-Public Health Director, Wanda Kinneman-Insurance Coordinator, Janet Huppert-IS Director, Dennis Polzin-CBIZ, Christine McPherson-EM Director, Wade Strain-PCSO, Jeff Holst-resident Town of Diamond Bluff.

**1b) Public Comment**

None.

**2a-c) Consent Calendar**

Motion by M. Kahlow/S. Bjork to approve consent calendar Items 2a through 2c to include adopting the agenda, approving the minutes of May 1, 2023, & accept Treasurer's report as presented; motion carried unanimously.

**3) Discuss/take action to select third-party administrator for health insurance effective 01/01/2024**

D. Polzin explained that Pierce County would need to change third-party administrators because the former provider, Preferred 1, was bought out by another company. Two bids were received: Medica with a fixed cost of \$534,906; and Health Partners with a fixed cost of \$630,990. He added that Medica was a very good company & the transition should be very smooth. Also, there should be no disruption in service or network providers. Motion by M. Kahlow/S. Bjork to approve Medica as the third-party administrator for the Pierce County Health Insurance Plan effective Jan. 1, 2024 through Dec. 31, 2026; motion carried unanimously.

**4) Discuss/take action on 911 phone system upgrade to support Next Generation 911 infrastructure update**

C. McPherson explained that the cost of the upgrade increased from the estimate received last fall. She added that 80% of the cost would be covered by a grant. Motion by M. Kahlow/S. Bjork to authorize & approve the

proposed Motorola costs to implement the 911 phone system upgrade to the NG911 ready state & transition Pierce County 911 to these services in conjunction with AT&T & the project schedule, all contingent upon approval of the Law Enforcement Committee; motion carried unanimously.

**5) Discuss/take action to increase Public Health Nurse position from 35 hrs./wk. to 40 hrs./wk., effective July 1, 2023**

A. Snyder explained that Public Health was awarded \$139,000 infrastructure funding for 2023-2027 to increase staffing. The request is to increase the hours for Public Health nurse which would be funded through this source & not through County levy dollars. Motion by M. Kahlow/R. Gilles to authorize & approve the Public Health Nurse position to increase from 35 hrs./wk. to 40 hrs./wk.; motion carried unanimously.

**6) Discuss/take action on Resolution 23-XX Amend Personnel Policy Article IX Employee Benefits, section N. Uniforms and Tools, subsection 4, to amend reimbursement for protective footwear**

J. Matthys explained that there are other departments required to wear protective footwear so the language related specifically to the Highway & Maintenance departments would be removed to allow access for relevant employees to seek reimbursement for those costs as well. Motion by M. Kahlow/K. Sampson to approve resolution to amend Personnel Policy Article IX Employee Benefits, section N. Uniforms & Tools, sub section 4, to amend reimbursement for protective footwear; motion carried unanimously.

**7) Discuss/take action on 2024 budget guidelines**

J. Matthys explained that the three recommendations suggested are similar to previous years in that Option 1 would be to adopt a county tax operating levy freeze. Option 2 would be to adopt a county tax budget based on the maximum allowable levy under the State Budget by increasing the county tax operating levy by the net new construction & other factors. Option 3 would be to adopt an option between an operating levy freeze & maximum allowable levy. He added that if the levy is not raised as described in Option 2 those dollars cannot be recovered in subsequent years. Motion by M. Kahlow/S. Bjork to approve Option 2 as the budget guideline for 2024; motion carried unanimously.

**8) Discuss/take action to approve Judicial Facility needs assessment & identify funding source for the assessment to be conducted by Market & Johnson Building Contractors & Wold Architects**

J. Matthys explained that an ad-hoc committee was created to explore further the need for a Judicial Facility. The Committee solicited Market & Johnson & Wold Architects to perform a needs assessment. They in turn provided a quote not to exceed \$21,000 to complete such an assessment. J. Matthys indicated that the assessment would provide important information for the County in their future planning. He suggested the funding for the assessment come from the Contingency Fund to the Maintenance Dept. budget. Motion by S. Bjork/R. Gilles to authorize & approve the transfer of not to exceed \$21,000 from the Contingency Fund to the 2023 Maintenance Dept. Budget for Judicial Facility needs assessment; motion carried unanimously.

**9) Discuss/take action on bids for Tax Deed file #434: 008-01074-0200, Town of El Paso**

J. Feuerhelm explained that the aforementioned property had been advertised for sale per WI STATS & the PC Code & 5 bids were received as follows: Chris & Paula Kilness for \$201,050; James Scheffler & Anthony Mosel for \$240,002; Scott Schoeder for \$211,051; Steven & Amy Fetzer for \$320,100; & Mark Helmer for \$226,016.50. He gave a review of the property's history since Pierce County's involvement & known liens at this juncture. He also indicated that this Committee at a previous meeting went on record to approve the payment of any known liens on the property prior to making any net proceeds available to the former owner. Motion by M. Kahlow/R. Gilles to approve bid from Steven & Amy Fetzer in the amount of \$320,100 for property #008-01074, TDF434, contingent upon receiving full payment of bid amount on closing date; motion carried unanimously.

**10) Future Agenda Items**

- Set health insurance rates for 2024
- New position requests for 2024

**11) Next Meeting Date**

Next regular meeting scheduled for *second* Monday, July 10<sup>th</sup>, 2023 at 4:00 p.m.; in County Board Room.

**12) Adjournment**

Meeting adjourned at 4:45 p.m. by motion of M. Kahlow/S. Bjork; motion carried unanimously.

Respectfully submitted by: Jamie R. Feuerhelm, County Clerk