

**APPROVED MINUTES OF THE
FINANCE & PERSONNEL COMMITTEE MEETING HELD
November 6, 2023 – 4:00 p.m.**

**STATE OF WISCONSIN } Meeting held in County Board Room & via Zoom;
COUNTY OF PIERCE } 124 N. Oak St. ELLSWORTH, WI 2023 – 12**

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 7 members present.

Members present:

Kris Sampson	District #1	Scott Bjork	District #7
Jim Ashbach	District #2	Rod Gilles	District #10
Jon Aubart	District #3	Jerry Kosin	District #15
Michael Kahlow	District #6		

Absent/Excused:

CB Supervisors Present: Neil Gulbranson-Dist. #11 (4:30); Dale Auckland-Dist. #12

Others present: Brad Lawrence-Corp Counsel, Jason Matthys-Administrative Coordinator, Jamie Feuerhelm-County Clerk, Julie Brickner-Finance Director, Michelle Drury-Asst. Finance Director, Kathy Fuchs-Treasurer, Allison Preble-HR Manager, AZ Snyder-PH Director, Christine McPherson-EM Director, Greg Weaver-Data Analyst, Julie Krings-HS Director, Rod Webb-Land Conservation Director, Joe McDaniel-Facilities Manager, Travis Campbell-Parks Superintendent, Chad Johnson-Hwy Commissioner, Travis Hartung-Hwy Dept Patrol Superintendent, Sarah Nigbor-PC Journal, Brian Reilly-Ehlers, Sean Lentz-Ehlers, Brian Della-PMA.

1b) Public Comment

None.

2a-c) Consent Calendar

Motion by J. Kosin/J. Ashbach to approve consent calendar Items 2a through 2c to include adopting the agenda, approving the minutes of Oct. 2nd, 2023, & accepting Treasurer's report as presented; motion carried unanimously.

3) Discuss/take action to authorize Emergency Management expenditure for ID Badge printers from grant funds & Courthouse Security Workgroup budget

C. McPherson explained the Dept. received a grant & was able to purchase new printers. Requesting to use funds from the grant & Courthouse Security Workgroup budget to cover the cost of \$6,125. Motion by M. Kahlow/S. Bjork to accept state grant in the amount of \$4,340.99 & approve \$1,784.01 from Security Workgroup budget to fund purchase of access/credentialing printers; motion carried unanimously.

4) Discuss/take action to declare the following to be excess equipment and authorize the sale thereof: 1) 1996 Ford Truck 2) Accumulated miscellaneous office furniture

J. McDaniel explained that the Dept. has a late model truck that is no longer being used & no other need for it. Also, a substantial amount of office chairs & filing cabinets no longer needed. He requested they be declared

excess equipment. Motion by M. Kahlow/J. Kosin to declare 1996 Ford truck & office furniture excess equipment & authorize the sale thereof; motion carried unanimously.

5) Discuss/take action to amend the Contingency Fund Transfer of \$45,000 to the Maintenance Department budget for snow bar replacement on the PCOB roof

J. Matthys explained that the previous bidder for the project withdrew their bid. The project was rebid so the funds would still be needed to complete the project. Motion by M. Kahlow/J. Ashbach to approve contingency fund transfer not to exceed \$45,000 for snow bar replacement project on PCOB; motion carried unanimously.

6) Discuss/take action on Resolution No. 23-XX to Authorize Emergency Exception to Statutory Bidding Requirements to Purchase & Install Boiler Equipment & Materials pursuant to §59.52 (29)(b) Wis. Stats.

J. McDaniel explained that staff have been dealing with & attempting to repair one of the boilers in PCOB since August. After multiple efforts & several thousand dollars in repairs the unit was deemed unrepairable by Trane technicians. He added that the one working boiler next to this one is the same age & was difficult to estimate how much longer it would remain functional. Trane provided an estimate of \$125,810 to replace both boilers, along with other related valves and equipment. He added that the proposed replacement boilers were commercial boilers with greater capacity than the former models, are warranted for 10 years with a life expectancy of approx. 30 years. Supervisor S. Bjork indicated that the Building Committee wanted to search other alternatives for a few days & possibly acquire more vendors to bid on the project. Because of the time of year, the funds would still be needed in short order. Motion by M. Kahlow/S. Bjork to amend resolution to remove any vendor names & state cost to be \$125,810. Also, to approve resolution as amended & forward to the County Board; motion carried unanimously.

7) Discuss/take action to approve First Installment Collections contracts for 2023 and 2024 Property Taxes

K. Fuchs explained that the Treasurer's Office currently contracts with six municipalities to collect property taxes. The former two-year contract is due to expire & those municipalities have expressed a desire to continue with the service, thus new contracts need to be approved. Motion by S. Bjork/J. Ashbach to approve & authorize execution of two-year Collection Agreement Contract with the Towns of Clifton, Diamond Bluff, Martell, River Falls, Spring Lake, & City of River Falls; motion carried unanimously.

8) Discuss/take action to revise 2024 CCS Manager Position Request

J. Krings explained that this position was previously approved by this Committee & since that time further analysis has been completed & some minor changes are being recommended. Those being, to revise the position from a CCS Manager to a Community Behavioral Health Manager. This would allow co-managers within the CBH unit which has proven to be successful within the child protection team. Motion by M. Kahlow/R. Gilles to approve revision of the 2024 position request of Comprehensive Community Services Manager to Community Behavioral Health Manager; motion carried unanimously.

9) Discuss/take action to approve a temporary overtime policy for Highway Employees to be effective 11/15/2023 - 3/15/2024

J. Matthys explained that the Hwy Dept will implement the detailed changes on a temporary basis to assess its effectiveness & costs related to those changes. The goal being to fairly compensate those employees involved while continuing to keep roads & highways safe throughout the year. Motion by J. Kosin/S. Bjork to approve temporary overtime policy for Highway Dept. employees effective 11/15/2023 to 3/15/2024; motion carried unanimously.

10) Discuss/take action to review mandate, composition, and change the name of the Ad Hoc Courthouse Security Workgroup

B. Lawrence explained that this group has existed for 14 years & will still be needed for the foreseeable future. He added that their purview goes beyond just the Courthouse so a name change to Ad Hoc County Security Workgroup is also being recommended. Supervisor M. Kahlow suggested that if the group has existed for 14 years, perhaps the group should consider a more permanent status. Motion by M. Kahlow/J. Kosin to confirm the continued need for, & composition of the Ad Hoc Courthouse Security Workgroup that members are appointed by the County Board Chair, the Board Supervisor is eligible for per diems, & to change the name to Ad Hoc County Security Workgroup to reflect the purpose & mandate; motion carried unanimously.

11) Discuss/take action on Resolution No. 23-XX to Approve Nugget Lake Dredge Project and Authorize Utilization of Retained ARPA Funds for Phase 2 Services for Nugget Lake Dredge Project

T. Campbell summarized the aspects of Nugget Lake Park & its many recreational opportunities. He also reviewed the work accomplished through Phase 1 of the project. Phase 2 of the project in part would be to remove the access sediment to be deposited in a nearby location. Cost to complete projected at \$2,385,709 with the possibility of procuring a \$237,000 grant to reduce those costs. Motion by M. Kahlow/S. Bjork to approve resolution to use \$2,385,709 of retained ARPA funds for Phase 2, construction, of the Nugget Lake Dredge Project & forward to the County Board recommending approval; motion carried unanimously.

12) Discuss/take action to Approve Reclassification of Conservation Program Specialist position to Water Quality Planner position for the Land Conservation Department

R. Webb explained that in communications with Administration & Human Resources he suggested a reclassification for this position because the employee in the position is performing higher level duties outside of the scope of the current position descriptions & is intended to be permanent duties for the position. Admin & HR were in agreement with the assessment, thus the change being recommended. Motion by S. Bjork/J. Kosin to authorize & approve the reclassification of the Conservation Program Specialist to Water Quality Planner position with associated pay grade change to I on the 2023 Carlson Dettman pay scale; motion carried unanimously.

13) Discuss/Take action to retain a Financial Consultant for Bonding Purposes

J. Matthys explained that the County is considering adding a courts facility to the current Sheriff's Office & jail facility & financial consultants were solicited to analyze and determine the most appropriate and feasible way to issue debt to financially support this project with the least amount of impact to taxpayers. Two proposals were received & Mr. Matthys introduced Brian Reilly & Sean Lentz from Ehlers Public Finance Advisors, & Brian Della from PMA Securities, LLC. Each consultant gave a review of the services offered as well as references. Motion by M. Kahlow/K. Sampson to retain Ehlers Public Finance Advisors as bonding/financial consultant to determine the most appropriate and feasible way to issue debt to financially support this project with the least amount of impact to taxpayers; motion carried unanimously.

14) Discuss/take action on Resolution No. 23-XX to pay Claims for Listing Dogs

J. Feuerhelm explained that the proposed resolution represents claims that are submitted annually, by Statute, to pay for the listing of dogs in the County at a rate of .50/dog. Motion by M. Kahlow/J. Kosin to approve resolution on claims for listing dogs & forward to County Board; motion carried unanimously.

15) Discuss/take action on Resolution No. 23-XX to pay Claims for Care of Soldiers' Graves

J. Feuerhelm explained that the proposed resolution represents claims that are submitted annually, by Statute, to pay for the care of soldiers' graves in the County at a rate of 3.00/grave site. He added that at some point the Board may want to consider either increasing the per grave amount or settling with pertinent cemetery associations altogether. Motion by J. Kosin/M. Kahlow to approve resolution on claims for the care of soldiers' graves & forward to County Board; motion carried unanimously.

16) Future Agenda Items

- None presented at this time

17) Next Meeting Date

Next regular meeting scheduled for Monday, Dec.4th, 2023 at 4:00 p.m.; in County Board Room.

18) Adjournment

Meeting adjourned at 5:05 p.m. by motion of K. Sampson/R. Gilles; motion carried unanimously.

Respectfully submitted by: Jamie R. Feuerhelm, County Clerk