

ATTENTION COUNTY BOARD

MEMBERS

Pursuant to a Proclamation Declaring a State of Emergency in Pierce County due to concerns about the COVID-19 virus that went into effect March 19, 2020, the County Board rule requiring personal attendance at meetings has been waived. Board members will have the option to call in & attend the meeting by phone with full voting rights. Please do not call in more than 5 minutes before the meeting begins.

The number to call: 715-273-1125

A quorum will be important for these meetings so if you cannot attend personally, or prefer not to attend in person, please consider attending the meeting remotely by phone.

REVISED
PIERCE COUNTY
FINANCE AND PERSONNEL COMMITTEE MEETING AGENDA
Monday, April 6, 2020 – 4:00 p.m.
Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI

#	Action	Presenter
1.	Call to order 1a) Establish quorum 1b) Committee will receive public comment not related to agenda items.	Chair
2.	Consent calendar – Discuss and take action on: 2a) Establish and approve agenda 2b) <i>Approve minutes of March 2nd & 24th, 2020</i> 2c) Treasurer’s report on previous months finance activities and fund balances	Members
3.	Discuss/Take action on position description for Emergency Management /Communications Manager	Sheriff’s Dept./HR
4.	Discuss/Take action resolution to amend fees of the County Medical Examiner & Deputy ME	J. Worsing
5.	Discuss/Take action to approve transfer from General Fund to address 2019 budget deficit for Register of Probate Office	M. Erwin
6.	Discuss/Take action to approve transfer of \$6,681 from Contingency Fund to address 2019 budget deficit for Veterans’ Services	J. Matthys
7.	Discuss/Take action to approve transfer of \$16,163 from Contingency Fund to address 2019 budget deficit for Facilities and Grounds/Maintenance Dept.	J. Forss/J. Matthys
8.	Future agenda items	Members
9.	Next meeting date: First Monday; May 4 th	Members
10.	Adjourn	Members

Questions regarding this agenda may be directed to Jamie Feuerhelm at 715-273- 6744.

Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities requiring special accommodations for attendance at the meeting. For additional information or to make a request, contact the Administrative Coordinator at 715-273-3531, Ext. 6429.

A quorum of County Board supervisors may be present

jrf (03/25/20)

*Revised 4/1/20

2b.

Approve minutes of:

03/02/20 *Regular*

03/24/20 *Special*

**UNAPPROVED MINUTES OF THE
FINANCE & PERSONNEL COMMITTEE MEETING HELD
March 2, 2020 – 4:00 p.m.**

**STATE OF WISCONSIN
COUNTY OF PIERCE**



**County Board Room
414 W. Main St., ELLSWORTH, WI**

2020 – 04

1) Meeting Convened.

The Pierce County Finance & Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chairman Jeff Holst called the meeting to order at 4:00 p.m.

1a) Those Present.

A quorum was established acknowledging 7 members present.

Members present:

Jon Aubart	District #3	Bill Schroeder	District #13
Mike Kahlow	District #6	Jerry Kosin	District #15
Scott Bjork	District #7	Jeff Holst	District #16
Dan Reis	District #13		

Absent/Excused: none

Also present: Brad Lawrence-Corporation Counsel, Jason Matthys-Administrative Coordinator, Jamie Feuerhelm-County Clerk, Allison Preble-HR Manager, Julie Brickner-Finance Director, AZ Snyder-PH Director, Gary Brown-EM Director, Sean Froelich-District Attorney, & Sue Burr-Victim Witness Coordinator.

1b) Public Comment.

None.

2a-e) Consent Calendar.

Motion by S. Bjork/D. Reis to approve the consent calendar including agenda, minutes of Feb. 3rd, 2020, Treasurer's report, & travel requests for Emergency Management & Public Health as presented; motion carried.

3) Discuss/Take action to approve Lead Environmental Health Specialist increase in hours to 40hrs/week

AZ Snyder explained that the position has recently been refilled & the desire was to increase the hours of the position from 35 hrs./wk. to 40 hrs./wk. Motion by M. Kahlow/B. Schroeder to approve increase in hours for Lead Environmental Health Specialist from 35 to 40 hrs./wk.; motion carried unanimously.

4) Discuss/Take action on Resolution 19-XX Authorizing a Surcharge on Restitution

DA S. Froelich explained that this resolution would allow 10% of what's collected to be used to fund the Victim Witness Coordinator position. This was explained as a surcharge in addition to restitution. Motion by D. Reis/S. Bjork to approve resolution authorizing a surcharge on restitution & forward to County Board recommending approval; motion carried unanimously.

5) Discuss/Take action on Resolution 19-XX Authorize Community Development Block Grant Revolving Loan Fund (CDBG RLF) Close Out Option, Source of Funds, & Authorize Payment

AC J. Matthys explained that the Revolving Loan Fund Committee has met to discuss & consider options to

close the existing Community Development Block Grant Revolving Loan Fund program approved by HUD & whether or not to recommend the application of an approved project in the full amount of the funds. The closeout program is mandatory as notified by the WI Dept. of Administration. The recommendation within this resolution would be to close out the CDBG Revolving Loan Fund & apply for a grant in the full amount of cash on hand & outstanding loans. Motion by D. Reis/J. Kosin to approve resolution authorizing CBDG RLF as presented & select the closeout option & forward to County Board; motion carried unanimously.

6) **Future agenda items**

- 2019 Budget deficits by department
- Medical Examiner change in fees

7) **Next Meeting Date**

Next meeting set for Monday, Apr. 6, 2020 at 4:00 p.m. in the County Board Room, Courthouse.

8) **Adjournment**

Meeting adjourned at 4:18 p.m. by motion of B. Schroeder/S. Bjork.

Respectfully submitted by: Jamie Feuerhelm

**UNAPPROVED MINUTES OF THE
Special FINANCE & PERSONNEL COMMITTEE MEETING HELD
March 24, 2020 – 6:30 p.m.**

STATE OF WISCONSIN COUNTY OF PIERCE	}	County Board Room 414 W. Main St., ELLSWORTH, WI	2020 – 05
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1) Meeting Convened.

The Pierce County Finance & Personnel Committee met in the County Board Room of the Pierce County Courthouse, Ellsworth, WI. Chairman Jeff Holst called the meeting to order at 6:30 p.m.

1a) Those Present.

A quorum was established acknowledging 7 members present.

Members present:

Jon Aubart	District #3	Bill Schroeder	District #14
Mike Kahlow	District #6	Jerry Kosin	District #15
Scott Bjork	District #7	Jeff Holst	District #16
Dan Reis	District #13 (by phone)		

Absent/Excused:

Also present: Jamie Feuerhelm-County Clerk

1b) Public Comment.

None.

2) Discuss/Take action on Resolution No. 19-28 Declaration of State of Emergency & Ratification of Proclamation Declaring State of Emergence due to COVID-1

Motion by J. Aubart/M. Kahlow to approve as presented & recommend adoption on first reading to the County Board; motion carried unanimously.

3) Future Agenda Items.

AC J. Matthys reviewed items to be addressed at the next regularly scheduled meeting on Apr. 6, 2020.

4) Next Meeting Date

Next meeting previously set for Monday, Apr. 6, 2020 at 4:00 p.m. in the County Board Room, Courthouse.

5) Adjournment

Meeting adjourned at 6:34 p.m. by motion of B. Schroeder/S. Bjork.

Respectfully submitted by: Jamie Feuerhelm

2c.

**Treasurer's Report
on previous months finance
activities & fund balances**

County of Pierce

2/28/2020

<u>Assets</u>	Current Year	Previous Year
First National River Falls Checking (Book Balance)	\$ -	\$ 902,181.45
Citizens Community Federal Checking (Book Balance)	\$ 585,229.66	\$ 3,194,559.89
BMO Harris Checking (Book Balance)	\$ -	\$ 2,783.19
Total Investments on Hand	\$ 46,448,000.24	\$ 48,737,576.89

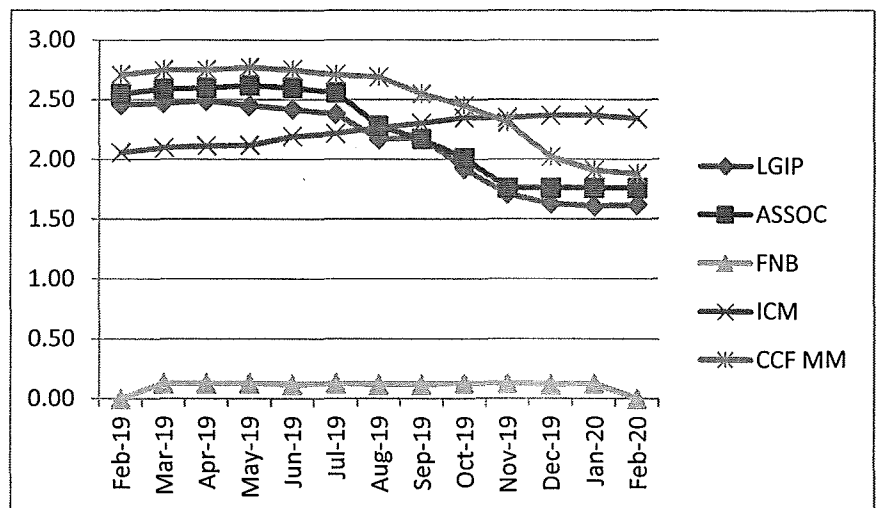
<u>Bank Charges</u>	Current	Year-to-date	Previous Year
	\$0.00	\$4.27	\$466.98

<u>Activity Summary</u>	<u>LGIP</u>	<u>CCF Bank Money Market</u>	<u>Associated Money Market</u>	<u>CD's</u>	<u>ICM</u>
Beginning Balance	\$2,361,233.54	\$10,647,298.56	\$1,721,738.43	\$350,000.00	\$27,312,439.97
Interest	3,030.24		2,387.38	891.78	7,079.31
Reinvestments					
Deposits	-	5,000,000.00	-		-
Fees & Charges					(3,538.17)
Change in Value					46,330.98
Withdrawals	-	(1,000,000.00)		(891.78)	
Ending Balance	<u>\$ 2,364,263.78</u>	<u>\$ 14,647,298.56</u>	<u>\$ 1,724,125.81</u>	<u>\$ 350,000.00</u>	<u>\$ 27,362,312.09</u>

<u>Interest Earned</u>	<u>Current</u>	<u>Year-to-Date</u>	<u>Previous YTD</u>
Local Government Investment Pool - LGIP	\$ 3,030.24	\$ 6,251.34	\$ 13,368.63
CCF - Money Market	16,965.53	33,674.26	-
CCF - Checking	3,541.30	3,496.31	8,086.44
Associated Bank - Money Market	2,387.38	2,548.25	15,515.11
Institutional Capital Management - ICM	7,079.31	77,051.63	62,685.47
First National RF - Money Market	-	-	43.75
First National River Falls -Checking	-	3.59	330.21
American Deposit Management - CD	\$ 891.78	\$ 1,754.94	\$ -
Total	\$ 33,895.54	\$ 124,780.32	\$ 100,029.61

Rates	LGIP	ASSOC	FNB	ICM	CCF MM
Feb-19	2.46	2.55	0.00	2.060	2.71
Mar-19	2.47	2.59	0.13	2.098	2.75
Apr-19	2.49	2.60	0.13	2.113	2.75
May-19	2.45	2.62	0.13	2.119	2.77
Jun-19	2.42	2.60	0.12	2.191	2.75
Jul-19	2.38	2.56	0.13	2.217	2.71
Aug-19	2.17	2.28	0.12	2.266	2.69
Sep-19	2.18	2.17	0.12	2.304	2.55
Oct-19	1.92	2.01	0.13	2.350	2.45
Nov-19	1.71	1.76	0.13	2.350	2.31
Dec-19	1.63	1.76	0.12	2.368	2.02
Jan-20	1.61	1.76	0.13	2.368	1.91
Feb-20	1.62	1.76	0.00	2.343	1.88

Interest Rate Trends



February 2020

Prior Years Delinquent Tax Payments Collected - \$87,485.75
 Interest Collected - \$14,976.37
Current Year Tax Payments Collected - \$777,661.47
 Interest Collected - \$6,015.82
Total Tax Payments Collected in 2020 - \$937,380.82
Total Interest Collected in 2020 - \$34,087.34

UNPAID TAXES AS OF FEBRUARY 28, 2020 (INCLUDES SPECIALS)		
Year	#Parcels	Amount w/o interest
2008	20	\$15,633.79
2009	21	\$16,283.48
2010	30	\$21,318.61
2011	37	\$31,209.39
2012	42	\$36,049.56
2013	52	\$41,412.08
2014	63	\$58,158.90
2015	71	\$86,095.57
2016	99	\$121,315.09
2017	166	\$253,829.20
2018	298	\$457,260.31
TOTAL:		
		\$1,138,565.98

2017 Publication Fees \$1,011.36

UNPAID TAXES AS OF FEBRUARY 28, 2019 (INCLUDES SPECIALS)		
Year	#Parcels	Amount w/o interest
2008	26	\$19,143.09
2009	29	\$21,229.38
2010	38	\$28,421.67
2011	45	\$38,906.45
2012	56	\$53,578.52
2013	69	\$65,534.36
2014	90	\$90,759.16
2015	113	\$141,291.41
2016	178	\$245,611.19
2017	327	\$516,393.42
TOTAL:		
		\$1,220,868.65

UNPAID TAXES AS OF JANUARY 31, 2020 (INCLUDES SPECIALS)		
Year	#Parcels	Amount w/o interest
2008	20	\$15,633.79
2009	21	\$16,283.48
2010	30	\$21,318.61
2011	37	\$31,209.39
2012	42	\$36,049.56
2013	52	\$41,461.21
2014	63	\$58,982.51
2015	72	\$86,673.52
2016	101	\$123,553.36
2017	182	\$273,039.45
2018	340	\$523,939.87
TOTAL:		
		\$1,228,144.75

UNPAID TAXES AS OF JANUARY 31, 2019 (INCLUDES SPECIALS)		
Year	#Parcels	Amount w/o interest
2008	26	\$19,165.71
2009	29	\$21,229.38
2010	38	\$28,573.95
2011	45	\$38,906.45
2012	56	\$54,156.55
2013	69	\$65,875.98
2014	90	\$91,161.84
2015	116	\$149,552.68
2016	193	\$271,407.56
2017	348	\$558,865.54
TOTAL:		
		\$1,298,895.64

3.

**Discuss/Take action on
position description for
Emergency Management
/Communications Manager**

**Pierce County
Position Description**

Name: Department: Sheriff
Date: 2020 Pay Grade: N
FLSA Status: Exempt

Position Title: Emergency Management, Communications Manager
Reports To: Sheriff

Purpose of Position:

The purpose of this position is to plan, develop, implement, coordinate and administer all phases of the County Emergency Management program according to WI Stat. 323 and other applicable statutes. This position is also responsible for the overall supervision and administration of the 911 Dispatch Center and related software/hardware components. The work is performed under the direction of the Sheriff or his/her designee.

Essential Duties and Responsibilities:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily and in a timely manner. The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required or assigned.

Emergency Management:

- Develops department policies and procedures.
- Interprets policies and procedures to staff and the public.
- Develops, promulgates, and maintains emergency management plans consistent with state plans and in accordance with state and federal guidelines.
- Advises the State of all emergency planning in the County and submits required reports.
- Directs and coordinates emergency management activities throughout the County during a State of emergency.
- Coordinates emergency planning and response to enemy action and natural and man-made occurrences. Assists with local responses. Assesses and documents disaster damages. Submits disaster reports to local, state and federal authorities. Coordinates restoration actions.
- Coordinates and assists in developing town and municipal emergency management plans within the county.
- Integrates town and municipal emergency management plans with the county plan.
- Assists county municipalities and Emergency Response Agencies (i.e. local fire, police, EMS groups) with emergency management planning and training programs.
- Consults with local governmental agencies and coordinates intergovernmental efforts to meet emergency response needs.
- Directs county-wide emergency training programs and exercises. Directs, provides for delivers or arranges trainings.
- Designs, plans, coordinates and evaluates disaster exercises. Participates in and critiques various exercises.

- Assesses emergency responder needs to prepare funding requests. Monitors projects, submits billing and maintain records for audits.
- Researches and prepares various grants. Completes grant application, writes the respective grant and administers as required.
- Prepares annual operational report and prepares a county yearly budget.
- Develops and updates facility emergency plans and training.
- Collaborates with Wisconsin Emergency Management (WEM) Regional Director in development of annual Plan of work contract as required by Emergency Management Performance Grant (EMPG)
- Implements work program and policies of Local Emergency Planning Committee (LEPC).
- Attends and participates in LEPC meetings. Develops LEPC meeting agenda items. Maintains LEPC meeting records.
- Serves as a member of the Security and Facilities Committee.
- Attends Fire and EMS meetings when needed.
- Serves as liaison to local emergency response agencies to resolve concerns.

Nuclear Power Plant Management:

- Prepares the county and citizens for a potential nuclear incident at the Prairie Island Nuclear Plant.
- Reviews, updates, and modifies plans as required.
- Trains and conducts simulations for all personnel involved in response, field operations and reception center.

911 Dispatch:

- Oversee and coordinate Emergency 911 system with County and all other related agencies that participate in the use or planning of the 911 system and its operational development; maintains files and system updates.
- Plan, organize, schedule and direct activities of telecommunications department as determined by the Sheriff. (such as schedule, time off, training)
- Identify Staff and equipment needs of telecommunications.
- Understands, abides by and enforces Departmental policies and procedures and the Pierce County rules as outlined in the Pierce County handbook. Assists in the development of policies and procedures when needed.
- Supervises dispatchers to ensure compliance with applicable rules and regulations, department policies and procedures and laws.
- Ensures compliance with FCC regulations and record storage.
- Reports staff misconduct, initiates disciplinary process and/or implements discipline.
- Maintains dispatch records and prepares dispatch activity reports when requested. Also, will do all the open records request pertaining to dispatch.
- Oversees 911 system and CAD system, and warrant and validation entries.
- Ensures radio system functionality for County wide system.

- All other duties as assigned by the Sheriff

Minimum Qualifications:

Associates Degree in emergency response related field and two years emergency response management experience, or any combination of education and experience that provides equivalent knowledge, skills and abilities. Must Complete Emergency Manager Certification Program and know how to work the dispatch center in the first year. Must have a valid Driver's License.

The following certifications/training must be obtained or a reasonable effort to complete in the first year.

- Emergency Manager Certification
- ICS 100, 200, 300, 700
- Advanced TIME Certification
- Familiarity with the dispatch center and related software/equipment

Knowledge, Skills, and Abilities:

Ability to organize work and develop work procedures with minimum supervision; ability to establish and maintain effective working relationships with County officials, County administrators County employees, and general public; ability to prepare and maintain records. Must be dependable, tactful, and maintain confidentiality. Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rates, ratios, and percentages. Must be able to read, write, and understand English.

Physical Requirements:

Language Ability and Interpersonal Communication Ability to decide the time, place and sequence of operations within an organizational framework, and to oversee their execution. Ability to analyze and categorize data and information using established criteria, to determine consequences and identify and select alternatives. Ability to persuade, convince, and train others. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations. Ability to communicate orally and in writing with county department heads, County Board of Supervisors, municipal and town officials, emergency response personnel, and general public.

Special Requirements:

Must be able to pass a background investigation for law enforcement purposes.

Environmental Ability:

Work is primarily in an office setting with periodic visits and inspections of outside facilities. Employee may be required to report to emergency incidents in the field 24/7 in all-weather type environments.

Pierce County is an Equal Opportunity Employer. In compliance with the American Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

4.

**Discuss/Take action
resolution to amend fees of
the County Medical Examiner
& Deputy ME**



Jamie Feuerhelm <jamie.feuerhelm@co.pierce.wi.us>

New form response

Steve Gustafson <demo@fnsmtpl.addonsite.com>
To: "Jamie.feuerhelm" <jamie.feuerhelm@co.pierce.wi.us>

Wed, Mar 11, 2020 at 3:25 PM

Request for F & P Action has received a new response:

Meeting Date 2020-04-06

Agenda Item Resolution to Amend Fees of County Medical Examiner and Deputy Medical Examiner

Requesting Agency Office of the Medical Examiner

Background State statute Wis. Stat. § 59.365(2) requires changes in Medical Examiner fees to be based on prior year's cost of living increase. This resolution is an annual request.

Staff Recommendation Approved at 3/11/2020 Law Enforcement Committee meeting

Recommended Motion: (Motion by seconded by to approve and authorize) Recommend approval of resolution to Amend Fees of County Medical Examiner and Deputy Medical Examiner and forward to County Board for approval.

Requestor's email address john.worsing@co.pierce.wi.us

Auto responded by Form Notifications SMTP add-on for Google Forms
Send mass emails from Sheets: Mail Merge SMTP

**RESOLUTION NO. 20-XX
AMEND FEES FOR SERVICES OF COUNTY MEDICAL EXAMINER
AND DEPUTY MEDICAL EXAMINER**

WHEREAS, Sec. 59.36, Wis. Stats. provides that the County Board shall set fees for all services rendered by the Medical Examiner and Deputy Medical Examiner in amounts reasonably related to the actual and necessary costs of providing the service; and

WHEREAS, the County previously set certain fees for services of the Medical Examiner and Deputy Medical Examiner in Resolutions 06-34, 13-20, 15-10, 17-01, 18-03, and 19-01; and

WHEREAS, said fees may be increased pursuant to Wis. Stat. § 59.365(2) however may not exceed the annual percentage change in the U.S. CPI for all urban consumers as determined by the U.S. Department of Labor for the twelve months ending on December 31st of the previous year; and

WHEREAS, the Law Enforcement Committee, at its meeting on March 11, 2020, and the Finance and Personnel Committee, at its meeting on April 6, 2020, recommended the fees be modified as follows:

Item	Current Fee	Proposed Fee
Autopsy Summary Report	\$26.57	\$27.23
Autopsy Report Complete	\$79.68	\$81.67
Medical Examiner Report Summary	\$26.57	\$27.23
Medical Examiner Report Comprehensive	\$53.11	\$54.44
Toxicology Report	\$26.57	\$27.23
Autopsy Photograph Acquisition Fee	\$15.94	\$16.34
Copying Fee: Pictures (not on CD)	\$2.11 per picture	\$2.16
Copying Fee: Compact Disc / DVD	\$7.44 per CD/DVD	\$7.63
Postage and envelopes will be charged based on actual expense		
Cremation Permit*	\$159.34*	\$163.32*
Disinterment Permit	\$53.11	\$54.44
Death Certificate Processing	\$0.02	\$0.00**

*Cremation Permit fee to be split with \$50 to the Medical Examiner to be used for training and equipment for the Medical Examiner staff, and the remainder to the General Fund.

**Medical Examiner recommends charging \$0.00 for this fee at this time because it costs more to process administratively than is made in revenue.

NOW, THEREFORE BE IT RESOLVED, that the Pierce County Board of Supervisors hereby adopts the fees as set forth above, and that the fees shall take effect on April 21, 2020.

BE IT FURTHER RESOLVED, that the Pierce County Medical Examiner shall collect the established fees, maintain auditable records, and deposit those fees with the Pierce County Treasurer on a monthly basis.

Dated this 21st day of April, 2020.

Jeffrey A. Holst, Chair
Pierce County Board of Supervisors

ATTESTED TO BY:

APPROVED AS TO FORM AND LEGALITY BY:

Jamie Feuerhelm, County Clerk

Bradley D. Lawrence, Corp. Counsel

Adopted: _____

5.

**Discuss/Take action to
approve transfer from General
Fund to address 2019 budget
deficit for Register of Probate
Office**



Jamie Feuerhelm <jamie.feuerhelm@co.pierce.wi.us>

New form response

1 message

Steve Gustafson <demo@fnsmtplib.addonsite.com>
To: "Jamie.feuerhelm" <jamie.feuerhelm@co.pierce.wi.us>

Tue, Mar 24, 2020 at 4:09 PM

Request for F & P Action has received a new response:

Meeting Date 2020-04-06

Agenda Item Transfer request for 2019 Register in Probate Budget Deficit

Requesting Agency Register in Probate/Clerk of Juvenile Court

Background The 2019 Register in Probate budget exceeded its final budget amount primarily due to a spike in cases involving children that need protection and services and resulting payments to the GALs and court appointed attorneys and as a result there is a deficit that exists in the 2019 Register in Probate Budget

Staff Recommendation Review of the transfer request and take action to forward to the County Board to approve that transfer from the General Fund to cover the deficit in order to close the 2019 books timely and allow auditors to the perform the 2019 audit.

Recommended Motion: (Motion by seconded by to approve and authorize) Motion by and seconded by members

Requestor's email address megan.erwin@wicourts.gov

Auto responded by Form Notifications SMTP add-on for Google Forms

Send mass emails from Sheets: Mail Merge SMTP

6.

**Discuss/Take action to
approve transfer of
\$6,681 from Contingency Fund
to address 2019 budget
deficit for Veterans' Services**

Julie Brickner

From: Steve Gustafson <demo@fnsntp.addonsite.com>
Sent: Thursday, March 26, 2020 11:22 AM
To: Julie.brickner
Subject: New form response

Request for F & P Action has received a new response:

Meeting Date 2020-04-06

Agenda Item Discuss/Take Action to approve transfer of \$6,681 from Contingency Fund to address 2019 budget deficit for Veterans' Service

Requesting Agency Veterans Service

Background The 2019 Veteran Service Budget is attached for your review. The 2019 overdraft occurred due to the fact that the van needed continuous repairs in order to keep it functioning. The van is scheduled to be replaced in 2020.

Staff Recommendation The staff recommends transferring \$6,681 from the Contingency Fund into the Veterans 2019 Budget to cover the budget deficit.

Recommended Motion: (Motion by seconded by to approve and authorize) Motion to transfer \$6,681 from the Contingency Fund into the 2019 Veterans' Service budget to cover the overdraft.

Requestor's email address julie.brickner@co.pierce.wi.us

Auto responded by Form Notifications SMTP add-on for Google Forms
Send mass emails from Sheets: Mail Merge SMTP





Budget Performance Report

Date Range 01/01/19 - 12/31/19

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd
Fund 101 - General Fund								
REVENUE								
Department 023 - VETERANS								
Division 000 - NON DIVISIONAL								
101-023-000-43562	ST AID VETERANS SERV OFFICER	16,500.00	16,500.00	.00	.00	10,000.00	6,500.00	61
101-023-000-46601	VETERAN SERVICE REVENUE	4,500.00	4,500.00	907.00	.00	6,334.00	(1,834.00)	141
Division 000 - NON DIVISIONAL Totals		\$21,000.00	\$21,000.00	\$907.00	\$0.00	\$16,334.00	\$4,666.00	78%
Department 023 - VETERANS Totals		\$21,000.00	\$21,000.00	\$907.00	\$0.00	\$16,334.00	\$4,666.00	78%
REVENUE TOTALS		\$21,000.00	\$21,000.00	\$907.00	\$0.00	\$16,334.00	\$4,666.00	78%
EXPENSE								
Department 023 - VETERANS								
Division 54700 - VETERANS								
101-023-54700-111	SALARIES PERMANENT REGULAR	118,902.00	118,902.00	14,686.72	.00	118,903.44	(1.44)	100
101-023-54700-115	Salaries Temporary	22,000.00	22,000.00	2,670.10	.00	22,434.40	(434.40)	102
101-023-54700-141	PER DIEM	105.00	105.00	.00	.00	.00	105.00	0
101-023-54700-151	SOCIAL SECURITY	7,372.00	7,372.00	1,015.72	.00	8,178.77	(806.77)	111
101-023-54700-152	RETIREMENT EMPLOYER	7,966.00	7,966.00	972.99	.00	7,799.17	166.83	98
101-023-54700-154	HEALTH INSURANCE	54,929.00	54,929.00	4,577.40	.00	54,928.80	.20	100
101-023-54700-155	LIFE INSURANCE	.00	.00	3.66	.00	43.17	(43.17)	+++
101-023-54700-156	Dental Insurance	294.00	294.00	25.02	.00	294.30	(.30)	100
101-023-54700-161	MEDICARE DEDUCTION	1,724.00	1,724.00	237.54	.00	1,912.75	(188.75)	111
101-023-54700-203	FUNDRAISING EXPENSES	2,900.00	2,900.00	.00	.00	3,366.06	(466.06)	116
101-023-54700-241	REPAIRS MOTOR VEHICLES	3,800.00	3,800.00	6,502.11	.00	12,233.16	(8,433.16)	322
101-023-54700-299	SUNDRY CONTRACTUAL SERVICES	3,750.00	3,750.00	50.78	.00	3,115.28	634.72	83
101-023-54700-311	POSTAGE AND BOX RENT	866.00	866.00	62.94	.00	453.06	412.94	52
101-023-54700-313	PRINTING AND DUPLICATION	300.00	300.00	.00	.00	132.40	167.60	44
101-023-54700-319	SUPPLIES	680.00	680.00	.00	.00	343.65	336.35	51
101-023-54700-320	PUBLICATION SUBSCRIPTIONS DUES	1,004.00	1,004.00	212.00	.00	513.00	491.00	51
101-023-54700-337	TRAVEL	1,765.00	1,765.00	146.17	.00	826.83	938.17	47
101-023-54700-338	TRAINING & CONFERENCES	4,750.00	4,750.00	196.60	.00	3,094.93	1,655.07	65
101-023-54700-385	UNLEADED GASOLINE	4,600.00	4,600.00	423.60	.00	4,114.36	485.64	89
Division 54700 - VETERANS Totals		\$237,707.00	\$237,707.00	\$31,783.35	\$0.00	\$242,687.53	(\$4,980.53)	102%
Division 54730 - VETERANS TREATMENT COURT								
101-023-54730-299	SUNDRY CONTRACTUAL SERVICES	258.00	258.00	.00	.00	.00	258.00	0
101-023-54730-319	SUPPLIES	100.00	100.00	.00	.00	.00	100.00	0
101-023-54730-337	TRAVEL	448.00	448.00	.00	.00	.00	448.00	0
101-023-54730-338	TRAINING & CONFERENCES	1,800.00	1,800.00	.00	.00	.00	1,800.00	0
101-023-54730-342	MEDICAL LAB SUPPLIES	360.00	360.00	.00	.00	.00	360.00	0
Division 54730 - VETERANS TREATMENT COURT Totals		\$2,966.00	\$2,966.00	\$0.00	\$0.00	\$0.00	\$2,966.00	0%
Department 023 - VETERANS Totals		\$240,673.00	\$240,673.00	\$31,783.35	\$0.00	\$242,687.53	(\$2,014.53)	101%
EXPENSE TOTALS		\$240,673.00	\$240,673.00	\$31,783.35	\$0.00	\$242,687.53	(\$2,014.53)	101%



Budget Performance Report

Date Range 01/01/19 - 12/31/19

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 101 - General Fund	Totals							
	REVENUE TOTALS	21,000.00	21,000.00	907.00	.00	16,334.00	4,666.00	78%
	EXPENSE TOTALS	240,673.00	240,673.00	31,783.35	.00	242,687.53	(2,014.53)	101%
Fund 101 - General Fund	Totals	(\$219,673.00)	(\$219,673.00)	(\$30,876.35)	\$0.00	(\$226,353.53)	\$6,680.53	
	Grand Totals							
	REVENUE TOTALS	21,000.00	21,000.00	907.00	.00	16,334.00	4,666.00	78%
	EXPENSE TOTALS	240,673.00	240,673.00	31,783.35	.00	242,687.53	(2,014.53)	101%
	Grand Totals	(\$219,673.00)	(\$219,673.00)	(\$30,876.35)	\$0.00	(\$226,353.53)	\$6,680.53	

7.

**Discuss/Take action to
approve transfer of \$16,163
from Contingency Fund to
address 2019 budget deficit
for Facilities and
Grounds/Maintenance Dept.**



Jamie Feuerhelm <jamie.feuerhelm@co.pierce.wi.us>

New form response

Steve Gustafson <demo@fnsmtg.addonsite.com>
To: "Jamie.feuerhelm" <jamie.feuerhelm@co.pierce.wi.us>

Tue, Mar 24, 2020 at 6:24 PM

Request for F & P Action has received a new response:

Meeting Date 2020-04-06

Agenda Item Discuss and take action on transferring funds from the Contingency fund to cover the 2019 overages of the Maintenance Departments Budget

Requesting Agency Building Committee

Background J. Forss explained to the Building Committee that the majority of the overages occurred in line items for Professional Services & Utility Services, such as electricity & sewer/water. He added that cost for those items in a new facility were difficult to estimate. He informed Committee that the overall budget deficit for the 2019 Maintenance Budget was \$16,162.29 & that funds would need to be requested to cover those deficits.

Staff Recommendation Motion to acknowledge deficit in 2019 Maintenance Dept. Budget in the amount of \$16,162.29. Also to make formal request to Finance & Personnel Committee requesting this deficit be addressed with funds from the Contingency Fund; motion carried unanimously.

Recommended Motion: (Motion by seconded by to approve and authorize) D. Reis/S. Bjork

Requestor's email address jerry.forss@co.pierce.wi.us

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