

1. September 21, 2023 Finance Committee Agenda

Documents:

[SEPTEMBER 21, 2023 FINANCE COMMITTEE AGENDA.PDF](#)



Rick Stacey,  
County Board Chair

Ryan Simons,  
County Board Vice-Chair

**Walworth County Finance Committee  
MEETING NOTICE  
Thursday, September 21, 2023  
10:00 AM  
County Board Room 114  
Walworth County Government Center  
100 W. Walworth St., Elkhorn, Wisconsin**

***Sheila Reiff, Chair    Joseph Schaefer, Vice-Chair  
Supervisor Kathy Ingersoll    Supervisor Dennis Karbowski    Supervisor Rick Stacey***

**NOTICE: THIS MEETING IS PLANNED TO PROVIDE FOR REMOTE OR OFF-SITE  
ATTENDANCE BY COMMITTEE MEMBERS.**

**THE PUBLIC CAN WATCH THE MEETING STREAMING LIVE AT  
<https://bit.ly/2023Sept21FIN>**

Individuals wanting to provide a Public Comment can do so in person or remotely by telephone. Those wishing to comment by telephone must contact the County Administrator's Office at 262-741-4357 on the day of the meeting and at least 15 minutes prior to the start of the meeting to obtain instructions.

***(Posted in compliance with Sec. 19.84, Wis. Stats.)***

*It is possible that a quorum of the County Board or any of its other committees could be in attendance at this meeting.*

*Agenda enclosures are available upon request from the Finance department or on the County's web page ([www.co.walworth.wi.us](http://www.co.walworth.wi.us)). The agenda packet, including supporting documents, may be large, depending on the number of enclosures. Downloading it will require ample computer memory and may take significant time.*

## **AGENDA**

***Note: All agenda items are subject to action.***

1. Call to order
2. Roll call of committee members
3. Agenda withdrawals, if any
4. Agenda approval
5. Approval of minutes
  - A. August 17, 2023 Special Finance Committee Meeting (encl. pp. 1-2)
6. Public comment period
7. Special Order of Business
  - A. Discussion regarding the Committee of the Whole presentation of the 2024 County Administrator's Budget

- B. Appeals to the 2024 County Administrator’s Budget (encl. p. 3)
    - 1. Public Works Committee recommendations
    - 2. Human Resources Committee recommendations
    - 3. All other appeals
  - C. Recommendation of the 2024 County Preliminary Budget
8. Consent Items
- A. Budget Adjustments and Transfers
    - 1. Health and Human Services
      - a. HS009 – Increase Targeted Safety Support Funds program (encl. p. 4)
      - b. HS010 – Increase in Behavioral Health division overtime (encl. p. 5)
      - c. HS011 – Increase in court ordered consultants (encl. p. 6)
    - 2. Public Works
      - a. PW004 – Increase in state brine usage (encl. p. 7)
    - 3. Recovery Grants
      - a. RG001 - Increase Sheriff’s Office Deputy-Assigned Squad Program vehicles with ARPA funding (encl. p. 8)
    - 4. Capital Projects Fund
      - a. PW005 – Establish new capital project for the County Board Room Renovation with General Fund equipment/building reserves (encl. pp. 9-13)
    - 5. Sheriff’s Office
      - a. SH003 – Increase Sheriff’s Office 2024 Marked Squad Replacement capital project (encl. p. 14)
      - b. SH004 – Increase in Communications overtime and fringe benefits (encl. p. 15)
  - B. Purchasing Report
    - 1. Waiver of Competition
      - a. Sheriff’s Office – Tasers and body worn cameras (encl. pp. 16-19)
  - C. Bids/Contracts
    - 1. Bid award recommendation for opioid recovery housing (encl. pp. 20-21)
    - 2. Bid award recommendation for facilities electrical services and data/communication services (encl. pp. 22-23)
    - 3. Proposal award recommendation for correctional facility food and laundry management services with bloodborne pathogen clean up services (encl. pp. 24-25)
    - 4. One-time cooperative purchase > \$100,000 for Sheriff’s Office marked Chevrolet Tahoe squads (encl. pp. 26-27)
    - 5. One-time cooperative purchase > \$100,000 for Sheriff’s Office marked Ford Police Interceptor Utility squads (encl. pp. 28-29)
    - 6. County owned tax properties (encl. pp. 30-32)
  - D. Declaration of Surplus
    - 1. Public Works requesting to declare plow truck as surplus and authorizing disposal of asset (encl. p. 33)
  - E. Reports
    - 1. Update on tax incremental financing districts (TIDs) (encl. p. 34)

2. Quarterly investment report – 2nd quarter 2023 (encl. pp. 35-37)
  3. Quarterly sales tax report – 2nd quarter 2023 (encl. pp. 38-39)
  4. Other Postemployment Benefits (OPEB) Trust investment report as of June 30, 2023 (encl. pp. 40-93)
  5. Out-of-state travel
    - a. Administration
      1. M. Rogers, Public Risk Management Association Annual Conference, Long Beach, CA (encl. p. 94)
    - b. Finance
      1. V. Mann, National Institute for Public Procurement Annual Forum and Products Exposition, Louisville, KY (encl. pp. 95-96)
    - c. Health and Human Services
      1. E. Klawitter and P. Stritesky, National Association of City and County Health Officials Conference, Denver, CO (encl. p. 97-98)
      2. A. Mansky, E. Madura, V. Alvarez, and S. Schmidt, National Association of Drug Court Professionals Annual Conference, Houston, TX (encl. p. 99)
      3. D. McDaniel and T. Vandeville, visit/accompany youth to/from residential facility, MO, 64772 (encl. pp. 100-106)
    - d. Medical Examiner
      1. G. Carver, Advanced Death Investigation Symposium, Las Vegas, NV (encl. p. 107)
9. New Business
- A. Res. No. \*\*-10/23 Authorizing the Acceptance of Public Health Infrastructure Grant Funding, Establishing a Budget, and Authorizing the Addition to Previously Established Pre-approved Recurring Grant List (encl. pp. 108-111)
  - B. Resolutions Regarding Sheriff’s Office Squad Purchases (encl. pp. 112-113)
    1. Res. No. \*\*-10/23 Creating a New 2023 Capital Improvement Project to Purchase Ten (10) Sheriff’s Office Squad Cars by Accelerating the 2024 Capital Request and Authorizing a Capital Project Fund Expenditure Budget of \$810,000 Funded by a Transfer from General Fund Building/Equipment Committed Fund Balance and the Sale of Surplus Vehicles (encl. pp. 114-117)
    2. Res. No. \*\*-10/23 Increasing and Amending an Existing Capital Project of Sheriff’s Office Marked Squad Replacements with Additional 2023 Recovery Grants ARPA Funding of \$307,720 and Allowing for an Increase of 3 Deputy-Assigned Squad Purchases (encl. pp. 118-121)
  - C. Resolutions Regarding New Capital Projects with County ARPA Funding
    1. Res. No. \*\*-10/23 Establishing a 2023 Capital Project and Budget for the Storage Area Network (SAN) Replacement with American Rescue Plan Act Recovery Grants Funding for \$150,000 (encl. pp. 122-125)

2. Res. No. \*\*10/23 Establishing a 2023 Budget for Clerk of Courts Department Court Backlog Costs with American Rescue Plan Act Recovery Grants Funding for \$300,000 (encl. pp. 126-130)
  - D. Resolutions Committing Available Fund Balances and Designating Available Net Position (encl. p. 131)
    1. Res. No. \*\*-10/23 Committing Children with Disabilities Education Board Available Fund Balance (encl. pp. 132-134)
    2. Res. No. \*\*-10/23 Authorizing Internal Allowances for Lakeland Health Care Center Available Net Position (encl. pp. 135-137)
    3. Res. No. \*\*-10/23 Allocating/Transferring Highway Fund Available Net Position (encl. pp. 138-140)
    4. Res. No. \*\*-10/23 Committing General Fund Available Fund Balance (encl. pp. 141-144)
  - E. Resolution regarding early implementation of 2024 personnel changes
    1. Res. No. \*\*-10/23 Authorizing the Elimination of a 1.00 FTE HS Supervisor – Public Health Pandemic Position and the Creation of a 1.00 FTE Environmental Health Lead Position in the Health & Human Services Department (encl. pp. 145-147)
  - F. Fiscal 2022 Single Audit/Report on Federal and State Awards (encl. pp. 148-168)
  - G. Other Postemployment Benefits (OPEB) Investment Trust Target Allocations (encl. p. 169)
  - H. Correspondence from the Southeastern Wisconsin Regional Planning Commission (SEWRPC) regarding the Calendar Year 2024 Budget (Referred from the County Board of Supervisors) (encl. pp. 170-186)
  - I. American Rescue Plan Act (ARPA) Financial Update (encl. pp. 187-191)
  10. Set/confirm next meeting date and time
    - A. Thursday, October 19, 2023 at 10:00 a.m., County Board Room 114 at the Government Center
  11. Adjournment
- Submitted by: Sheila Reiff, Committee Chairperson of Finance  
Jessica Conley, Finance Director

Posted: September 14, 2023