

1. November 18, 2021 Finance Committee Agenda (PDF)

Documents:

[NOVEMBER 18, 2021 FINANCE COMMITTEE AGENDA \(PDF\).PDF](#)



Nancy Russell
County Board Chair

Jerry Grant
County Board Vice-Chair

**Walworth County Finance Committee
MEETING NOTICE
Thursday, November 18, 2021
9:30 a.m.
County Board Room 114
Walworth County Government Center
100 W. Walworth St., Elkhorn, Wisconsin**

Nancy Russell, Chair; Dan Kilkenny, Vice Chair;
Jerry Grant, Supervisor; Kathy Ingersoll, Supervisor; Joseph H. Schaefer, Supervisor

(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). 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.*

**NOTICE: DUE TO THE CONTINUING PUBLIC HEALTH EMERGENCY,
THIS MEETING IS PLANNED TO PROVIDE FOR REMOTE OR OFF-SITE ATTENDANCE BY
COMMITTEE MEMBERS.**

The Walworth County Government Center remains open, but in-person attendance may be limited to help ensure appropriate social distancing is observed. **ALL INDIVIDUALS ARE STRONGLY ENCOURAGED TO WATCH THE MEETING STREAMING LIVE AT**
<https://mediasite.co.walworth.wi.us/Mediasite/Play/aa9c432e15f046d7ad4a6aa33e5159cf1d>.

Individuals wanting to provide a Public Comment can do so remotely by telephone, but 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.

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. October 21, 2021 (Encl pgs 1-4)

6. Public comment period
7. Unfinished business
8. Consent items
 - A. Budget adjustments and transfers
 1. Clerk of Courts
 - a. CT001 – Adjust budget to cover an anticipated shortfall for interpreter services (Encl pg 5)
 2. Sheriff’s Office
 - a. SH006 – Adjust budget to cover a projected shortfall in Patrol overtime (Encl pg 6)
 - B. One-time Cooperative Purchase \geq \$100,000
 1. Countywide copiers and managed print services (Encl pgs 7-8)
 - C. Waiver of Competition
 1. Public Works
 - a. Design and construction administration services for the jail security electronics upgrade (Encl pgs 9-12)
 2. Treasurer
 - a. Countywide pre-sort mailing services (Encl pgs 13-15)
 - D. Bids/Contracts
 1. County owned tax properties (Encl pg 16)
 - E. Reports
 1. Quarterly delinquent tax report – amended – 3rd quarter 2021 (Encl pg 17)
 2. Quarterly investment report – 3rd quarter 2021 (Encl pgs 18-20)
 3. Update on tax incremental financing districts (TIDs) (Encl pg 21)
 - F. Out-of-state Travel
 1. Health and Human Services
 - a. Deb McDaniel; Visit consumer placement; 84779, UT (Encl pg 22)
 2. Public Works
 - a. Barry Pierce, Illinois Public Service Institute Training-Year 3 of 3, Effingham, IL (Encl pg 23)
 3. Transportation
 - a. Gene Bobier, 2021 MN/WI Public Transit Conference, Duluth, MN (Encl pg 24)
9. New business
 - A. Resolution **-12/21 Adopting a Walworth County Plan of Library Service (Encl pgs 25-47)
 - B. Resolution **-12/21 Authorizing the Closure of Sheriff’s Office Lobby Renovation Project and Transferring Remaining Funds to General Fund Building and Equipment Committed Fund Balance (Encl pgs 48-49)
 - C. Resolution **-12/21 Authorizing the Closure of Sheriff’s Office HVAC Replacement Project and Transferring Remaining Funds to General Fund Building and Equipment Committed Fund Balance (Encl pgs 50-51)

- D. Resolution **-12/21 Authorizing the Transfer of \$400,000 from the General Fund Contingency Account to the Health and Human Services Budget to Purchase and Maintain an Appropriate Residential Option to House Sexually Violent Persons (Encl pgs 52-55)
- E. Adult Protective Services American Rescue Plan Act Grant (Encl pgs 56-57)
- F. Resolutions regarding personnel changes requiring budget amendments
 - 1. Resolution No. **-12/21 Authorizing the Reclassification of a Vacant Special Education Aide Position to a Teacher Position at Lakeland School (Encl pgs 58-60)
- G. Resolution **-12/21 Accepting the Donation of \$15,000 from the DeMoon Family Fund of the KARA Foundation for Use at Lakeland School (Encl pgs 61-62)
- H. Ordinance **-12/21 Amending Section 30-286 of the Walworth County Code of Ordinances Relative to Children with Disabilities Education Board Lunch Fees (Encl pgs 63-65)
- I. Ordinance **-12/21 Amending Section 30-159(g) of the Walworth County Code of Ordinances Relating to Write-off of Uncollectible Tax Certificates (Encl pgs 66-68)
- J. Discussion on a proposal for the Walworth County Economic Development Alliance, Inc., to perform a market analysis on childcare and childcare assistance in Walworth County as input for consideration of an ARPA-funded project to be determined or for data to help access potential additional federal resources for childcare (Encl pgs 69-73)
- K. COVID-19/American Rescue Plan Act Financial Summary Update (Encl pgs 74-76)
- L. Contract with VIP Services, Inc. for a Shared-Ride Taxi Service, contract continuation (third optional year) beginning May 1, 2022. The committee may discuss this topic in open session. The committee may convene in closed session to discuss this topic pursuant to the exemption contained in Section 19.85(1)(e) of the Wisconsin Statutes, “deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.”

The committee will reconvene in open session and may discuss and/or take action on the above-referenced agenda item.

10. Correspondence

11. Set/confirm next meeting date(s) and time(s)

A. Thursday, December 16, 2021 at 9:30 a.m., County Board Room 114 at the Government Center

12. Adjournment

Submitted by: Jessica Conley, Finance Director
Nancy Russell, Finance Committee Chair

Posted: November 11, 2021