

**Walworth County Board of Supervisors
Finance Committee Meeting Minutes
Thursday, May 20, 2021
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Nancy Russell called the meeting to order at 9:30 a.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Nancy Russell; Vice-Chair Daniel Kilkenny; Supervisors Jerry Grant, Kathy Ingersoll and Joseph Schaefer. A quorum was declared.

Others in Attendance

County Staff: County Administrator Mark W. Luberda; Finance Director Jessica Conley; and Comptroller Todd J. Paprocki.

Members of the Public: Kathleen Walters-PFM Asset Management.

On motion by Vice Chair Grant, second by Supervisor Kilkenny, the agenda was approved with no withdrawals.

On motion by Vice Chair Grant, second by Supervisor Kilkenny, the April 29, 2021 Finance Committee meeting minutes were approved.

Public Comment – There was none.

Unfinished Business – There was none.

Consent Items

8a) Budget amendments

- 1) Health and Human Services
 - a. HS008 – Coordinated Services Team (CST) supplemental funding
 - b. HS009 – Increase Greater Wisconsin Agency on Aging Resources (GWAAR) funding for the Senior Meals Program at Health and Human Services and the Lakeland Health Care Center
 - c. HS010 – Increased youth inpatient services
- 2) Public Works
 - a. PW002 – Increase budget for the Government Center elevator replacement project

8b) Waiver of Competition

- 1) Brine tank truck up-fit – XT3 anti-ice/pre-wet units, Public Works department
- 2) Self-contained breathing apparatus (SCBA) units for the Jail

8c) Declaration of Surplus

- 1) Public Works request to declare vehicles and equipment as surplus and authorizing staff to dispose of the assets

8d) Reports

- 1) Quarterly investment report – 1st quarter 2021
- 2) Update on tax incremental financing districts (TIDs)

Supervisor Kilkenny offered a motion, second by Vice Chair Grant, to approve all consent items. Motion carried 5-0.

New Business

9a) Update and Summary of Other Postemployment Benefits (OPEB) Actuarial Liability and Funding Status Based on January 1, 2021 Re-measurement Date

Conley referred to the Summary of Other Postemployment Benefits (OPEB) on Page 25, stating that at the end of 2020 the plan was over funded and total assets are approximately \$30,500,000. Conley shared that with the number of participants continuing to decrease will lead to reduced liability and increased assets.

Supervisor Kilkenny offered a motion, second by Vice Chair Grant, to accept the Update and Summary of Other Postemployment Benefits (OPEB.) Motion carried 5-0.

9b) Presentation by PFM Asset Management, regarding March 31, 2021 Other Postemployment Benefits (OPEB) Quarterly Investment Report

Kathleen Walters-PFM Asset Management referred to and briefly detailed the presentation included in the packet: Walworth County OPEB Trust (Pages 26-78); highlighting:

- Financial Markets Review
- Plan Performance Summary
- Investment Manager Review

Supervisor Kilkenny offered a motion, second by Supervisor Schaefer, to accept the Other Postemployment Benefits (OPEB) Quarterly Investment Report. Motion carried 5-0.

9c) Other Postemployment Benefits (OPEB) Investment Strategy and Target Allocations

Conley referred to Todd Paprocki's Memorandum on Page 79 of the packet; recommending to continue with the current 50/50 allocation. Discussion ensued, with the Committee agreeing that the 50/50 allocation has been successful and should be kept for the next year. **Vice Chair Grant offered a motion, second by Supervisor Ingersoll, to recommend keeping the 50/50 Target Allocation.** Discussion ensued relative to when the fund was no longer accepting new participants. Comptroller Todd Paprocki stated 2013 was the last year any contribution was made. **Motion carried 5-0.**

9d) Approval to remove Wisconsin Heat Energy Assistance Program (WHEAP) from the pre-approved grants list

Conley referred to and briefly detailed Kristen Tranel's Memorandum (Page 80.) **Supervisor Kilkenny offered a motion, second by Supervisor Schaefer, to approve Removing Wisconsin Heat Energy Assistance Program (WHEAP) from the pre-approved grants list. Motion carried 5-0.**

9e) Application for Elementary and Secondary School Emergency Relief (ESSER) III grant dollars

Conley referred to the resolution that was distributed at the meeting: Accepting the Elementary and Secondary School Emergency Relief Fund (ESSERF) ESSER III Funds Allocation; stating approval would allow Lakeland School to accept and certify the \$600,000 in funds coming from the state. Conley stated a budget for this resolution will most likely be presented next month. **Supervisor Kilkenny offered a motion, second by Supervisor Ingersoll, to approve the Application for Elementary and Secondary School Emergency Relief (ESSER) III grant dollars. Motion carried 5-0.**

9f) County Board members 2022 budget planning

County Administrator Mark W. Luberda stated this item has been placed on the agenda as an added step incorporated into the 2022 budget development process; allowing the County Board Supervisors an opportunity to present ideas for his consideration as he develops the budget. Discussion ensued relative to the American Rescue Plan funds. Supervisor Russell referred to and briefly detailed the document: May 20, 2021 Finance Committee Meeting—2022 Budget Suggestions; which was distributed at the meeting. Discussion then focused on confusion as to the intent of this agenda item. Luberda stated his expectation would be to list this same item on one more agenda, due to confusion of intent. This will give the Supervisors more time to suggest items for inclusion.

9g) Update on COVID-19 Report

Conley referenced the FACT SHEET (Pages 85-92) of the packet, which is a detailed summary of the Treasury’s guidance as to how the Coronavirus State and local Fiscal Recovery Funds may be utilized. Conley stated a process is being developed to maintain excellent documentation as to what measures are being taken and how it fits into the guidance and operations moving forward. Conley plans to present data in the June meeting detailing costs incurred from Coronavirus from January 1 until now; specifically tracking funds used from the General Fund Pandemic Reserve. Those costs will be compared to the Treasury guidance in an attempt to cease using the Pandemic Reserves and use the American Rescue Plan dollars instead. Conley noted that only costs incurred after March 3, can be considered for the American Rescue Plan dollars.

Luberda reiterated that there may be a need to add in special meetings to address spending of funds to expedite the process of full County Board approvals. Luberda also stated he will utilize the guidelines, included in the packet, and start reaching out to get community input from The Housing Authority, Walworth County Economic Development Alliance (WCEDA), Chambers of Commerce, Peer Administrators, Intergovernmental Coordinating Council (ICC), and other organizations that may help with addressing utilization of the funds.

Correspondence – There was none.

Confirmation of next meeting: The next meeting was confirmed for Thursday, June 17, 2021 at 9:30 a.m.

Adjournment

On motion by Supervisor Kilkenny second by Supervisor Schaefer, Chair Russell adjourned the meeting at 10:41 a.m.