

**Walworth County Board of Supervisors**  
**Special Finance Committee Meeting Minutes**  
**Thursday, August 17, 2023**  
**Walworth County Government Center, County Board Room 114**  
**100 West Walworth Street, Elkhorn, Wisconsin**

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Chair Sheila T. Reiff called the meeting to order at 10:00 a.m.

Roll call was conducted and the following members were present: Chair Sheila T. Reiff; Vice-Chair Joseph H. Schaefer; Supervisors Kathy Ingersoll, Dennis Karbowski, and Rick Stacey. A quorum was declared.

**Others in Attendance**

County Board Supervisors: Ryan Simons

County Staff: Walworth County Administrator Mark W. Luberda; Director-Finance Jessica Conley; Corporation Counsel/Director-Land Use and Resource Management Michael Cotter; Director-IT Jackie Giller; and Director-Health and Human Services (HHS)/Superintendent of County Institutions Carlo Nevicosi.

Members of the Public: Walworth County Housing Authority Executive Director Sarah Boss; and Board Chair of the Walworth County Housing Authority Tom Hartz.

**On motion by Vice-Chair Schaefer, second by Supervisor Stacey, the agenda was approved with no withdrawals.**

**On motion by Supervisor Karbowski, second by Supervisor Ingersoll, the July 20, 2023 Finance Committee meeting minutes were approved.**

**Public Comment** – Supervisor Ryan Simons spoke in opposition of Item 7a2. Res. No. \*-09-23 Adjusting the Minimum Housing Unit Contract Requirements with the Consideration of Increasing the Affordable Housing Capital Project Budget with the Walworth County Housing Authority. He provided examples of alternative options Walworth County could take advantage of which could better address the housing crisis.

**Unfinished business**

7a. Housing Authority's Affordable Housing ARPA Funded Project

1. View drone recording provided by Walworth County Land Use division
2. Res. No. \*-09/23 Adjusting the Minimum Housing Unit Contract Requirements with the Consideration of Increasing the Affordable Housing Capital Project Budget with the Walworth County Housing Authority

**Supervisor Karbowski offered a motion, second by Supervisor Ingersoll, to squash the proposed resolution Adjusting the Minimum Housing Unit Contract Requirements with the Consideration of Increasing the Affordable Housing Capital Project Budget with the Walworth County Housing Authority.** Supervisor Karbowski expressed that while he agrees there is a shortage of affordable housing in Walworth County which needs to be addressed, the proposed project plan and resolution (Pages 5-18) is not an adequate solution. He explained, perhaps other avenues could be explored which would better address the issue of affordable housing. Discussion then focused on the two properties viewed via drone footage, which the Walworth County Housing Authority (WCHA) is proposing to purchase, relative to their condition and occupancy. WCHA Executive Director Sarah Boss explained, WCHA's goal is to provide long term affordable housing units, which would be achieved by purchasing these two properties. She also elaborated on two units currently owned by WCHA in Walworth County and Boss noted there has been success with both of these models. Walworth County Administrator Mark W. Luberda explained, the project's original intention, as approved, was not to necessarily increase housing stock, but to acquire existing housing stock to ensure accessibility for affordable housing. However, at the time this project was originally conceived, it was understood that market conditions would allow for the one million dollars of American Rescue Plan Act (ARPA) funding to be used to obtain 50 housing units. As outlined in his Memorandum distributed prior to the meeting, Luberda provided various scenarios and extra analysis relative to achieving that original intent, which would require either reducing the number of housing units or increasing the amount of funds to be spent. Discussion followed regarding the timeframe of spending ARPA funds for this project. Luberda noted, funds would need to be committed and spent by December of 2024, if not for this project, then recommitted elsewhere. Discussion ensued. Director-Finance Jessica Conley also clarified, if this proposed resolution gets squashed, the original terms in the WCHA agreement and the original resolution, would require that some sort of agreement be made by the deadline of July 30, 2024. If there is no agreement, there would be an expiration and a determination would need to be made if there should be an extension to find a way to utilize the one million ARPA dollars in collaboration with WCHA, or if the funds should be spent elsewhere. Chair of WCHA Tom Hartz emphasized that the goal of WCHA is to

provide long-term affordable housing. If these two units in question are purchased by someone else, the rent will increase to market rate and the current tenants will be pushed out. Hartz stated, the fact that these units are currently occupied is irrelevant relative to their project planning and model. Luberda noted Page 11 of the Packet outlines the numbers Hartz referred to. **Motion carried 5-0.**

### **New Business**

#### **8a. Health and Human Services Software Project**

##### **1. Proposal award recommendation**

Director-Health and Human Services (HHS)/Superintendent of County Institutions Carlo Nevicosi thanked the Finance Committee for putting this item on the agenda as even one additional month is beneficial to move forward with this project. He provided an overview of the vendor selection process and emphasized the necessity of this software. Conley also noted they were able to negotiate with the vendor to bring the cost down by about \$92,000 due to delaying the maintenance by around 9 months. Discussion then followed relative to the implementation of this software. **Supervisor Ingersoll offered a motion, second by Vice-Chair Schaefer, to approve the Health and Human Services software project proposal award recommendation. Motion carried 5-0.**

##### **2. Res. No. \*\*-09/23 Authorizing Increase of Budget for HHS Electronic Health Record Project I2307 by Allocating \$225,000 in Public Health ARPA Grant Funding and Appropriating \$92,974 in ARPA Funding from the Recovery Grants Fund**

**Vice-Chair Schaefer offered a motion, second by Supervisor Stacey, to approve the resolution Authorizing Increase of Budget for HHS Electronic Health Record Project I2307 by Allocating \$225,000 in Public Health ARPA Grant Funding and Appropriating \$92,974 in ARPA Funding from the Recovery Grants Fund. Motion carried 5-0.**

**Confirmation of next meeting date and time:** The next meeting was confirmed for Thursday, September 21, 2023 at 10:00 a.m.

### **Adjournment**

**On motion and second by Supervisor Karbowski and Vice-Chair Schaefer, Chair Reiff adjourned the meeting at 10:57 a.m.**