

MINUTES
Eau Claire County
Committee on Finance & Budget
Monday, February 1, 2021
4:30 p.m.
Webex Conference Call

Members present: Supervisors Steve Chilson, Jim Dunning, Robin Leary, Stella Pagonis, Gerald Wilkie, Board Chair Nick Smiar (ex-officio)

Staff present: Norb Kirk, Finance Director; Kathryn Schauf, County Administrator; Amy Weiss, Senior Accounting Manager; Greg Leonard, Land Conservation Manager; Vickie Gardner, DHS Fiscal Manager; Greg Bowe, Purchasing Manager;

Others present: Ryan Patterson, Leader Telegram

Chair Pagonis called the meeting to order at 4:30 pm and confirmed compliance with open meetings law.

The clerk took roll call and members present are indicated above.

No members of the public wished to comment.

The committee reviewed the two options for 2021 capital borrowing presented by Sean Lentz at the January 20 meeting. Since bank interest rates are very low, the preference of the committee is to borrow earlier, rather than later.

Motion: Wilkie moved to proceed with borrowing for Highway building with Option 1, level payments over 20 years

Vote: 5-0 via roll call vote, no negative votes

Motion: Leary moved to begin process for borrowing on 2021 general borrowing of \$7.2 million

Vote: 5-0 via roll call vote, no negative votes

The committee reviewed the revised procurement card policy. The committee believes that the policy should go to the board for approval. The committee is interested in an ongoing review process for financial policies. Norb Kirk to go back and review document to separate policy from procedures.

The committee reviewed the preliminary December 31, 2020 financials. These financials were prepared with data as of January 26, 2021 and are subject to change.

The committee reviewed the sales tax report for collections through January 2021 (November 2020 earnings). Forward Analytics reported that almost every county in Wisconsin has had increased sales tax collections in 2020.

Robin Leary and Greg Leonard reviewed the Land Stewardship program and policy changes with the committee. The original language in the policy did not match actual practice. The original language of having a segregated special revenue fund is not the most appropriate way to manage and track land stewardship donations and expenditures. Chair Pagonis is not sure that F&B has purview over this policy change, but is appreciative that the policy change was brought forward for review and discussion.

The committee reviewed the Avatar presentation from the January 20, 2021 meeting. For clarification purposes, DHS does still utilize Excel worksheets to assist them in preparing their month end financial statements. Vickie Gardner reviewed the internal DHS purchasing process.

Review of Meeting Minutes: January 18, 2021

Motion: Dunning moved approval as presented

Vote: 5-0 via voice vote, no negative vote

Next Meeting: February 15, 2021

Potential Agenda Items: review carryforward policy; final procurement card policy; request from board chair for written definition of policy and procedure

The meeting was adjourned at 6:20 pm.

A handwritten signature in black ink, appearing to read 'Amy Weiss', written in a cursive style.

Amy Weiss
Committee Clerk