

AGENDA
Eau Claire County
Committee on Finance & Budget
Monday, March 7, 2022
4:30 p.m.
Webex Conference Call

Public Access:
Dial in Number: 415.655.0001
Access Code: 2599 640 0863

Join from the meeting link

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=mbe7a98b432b8bfd0dcbd441c1cb78a63>

Notice Regarding Public Comment: Members of the public wishing to make comments must email Amy Weiss at amy.weiss@co.eau-claire.wi.us at least 30 minutes prior to the start of the meeting. You will be called on during the Public Comment session to make your comments.

Agenda items are linked to supporting documentation.

There are also bookmarks to navigate through the document.

1. Call to Order and Confirmation of Meeting Notice
2. Roll Call
3. Public Comment
4. Proposed Resolution 21-22/091 “Disallowing the Claim of Jacinda West...” / Discussion – Action
5. Proposed Resolution 21-22/100 “Authorizing the Cancellation of Checks that are Over Two Years Old” / Discussion – Action
6. Update on Forensic Audit Expenditures / Discussion
7. 2021 Purchasing Activity Review / Discussion
8. Procurement Local Preference Follow-up / Discussion
9. Moody’s Rating Call / Discussion
10. 2021 Sales Tax Report / Discussion
11. Review of Meeting Minutes / Discussion – Action
12. Future Meetings and Agenda Items / Discussion – Action
13. Adjourn

Prepared by: Amy Weiss

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance (715-839-5106). For additional information on ADA requests, contact the County ADA Coordinator at 839-6945, (FAX) 839-1669 or 839-4735, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

FACT SHEET

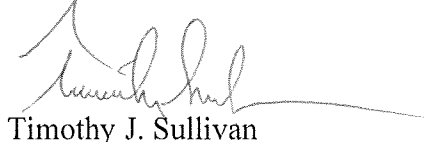
TO FILE NO. 21-22/091

This resolution disallows the claim filed on January 27, 2022 by Attorney Dean R. Rohde on behalf of his client Jacinda West. Attorney Rohde claims the Eau Claire County Highway employee Christopher H. Sorensen was negligent during his course of employment causing a traffic accident that involved his client. The claim fails to state how the claimant was injured or the amount they are claiming.

The county's liability insurance carrier WMMIC recommended that the claim be disallowed and I concur with that recommendation.

Fiscal Impact: None

Respectfully Submitted,



Timothy J. Sullivan

TS/yk

Ordinance//21-22/091 Fact

RECEIVED

JAN 27 2022

COUNTY CLERK

NOTICE OF CIRCUMSTANCE AND CLAIM

TO: Eau Claire County Highway Department
c/o Sue McDonald, County Clerk
Eau Claire Government Center
721 Oxford Avenue, 3rd Floor
Eau Claire, WI 54703

Christopher H. Sorensen
3728 N. 108th Street
Eau Claire, WI 54703

NOTICE OF CIRCUMSTANCE

Pursuant to Wis. Stat. § 893.80 YOU ARE HEREBY NOTIFIED that on or about December 1, 2021, at approximately 4:56 a.m., on Spooner Avenue near 7th Street W., City of Altoona, Eau Claire County, Wisconsin Jacinda L. West was injured as a result of a motor vehicle accident. Said injuries proximately caused by the negligence of Christopher H. Sorensen in the scope and course of his employment with the Eau Claire County Highway Department of Altoona, Wisconsin.

The injuries are serious and may be severe and permanent. Claimant's condition is subject to continuing medical care and treatment. The full and complete nature of the injury and permanent ramifications thereof are not currently subject to final medical opinion, and the entity noticed herein should conduct a thorough and complete investigation into the circumstances of the accident.

NOTICE OF CLAIM

Pursuant to Wis. Stat. § 893.80 a claim is hereby made against Eau Claire County (its agents and employees) by Jacinda L. West of Eau Claire, Wisconsin in the amount of \$250,000.

The claim is for:

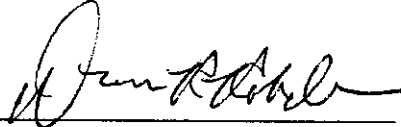
- A. Past and future pain, suffering and disability.
- B. Temporary and permanent disfigurement.
- C. Past and future medical expenses.
- D. Past wage loss and future impairment of earning capacity.

The claimant's address is: Jacinda L. West
439 Gilbert Avenue, #3
Eau Claire, WI 54701

You are requested to notify the claimant's attorney if you serve a Notice of disallowance on the claimant within 120 days of the presentation of this claim. Failure to disallow the claim within that time frame will automatically constitute disallowance.

Dated this 24th day of January, 2022.

BYE, GOFF & ROHDE, Ltd.



By: Dean R. Rohde, #1001151
Attorneys for Plaintiff(s)

258 Riverside Drive, BOX 167
River Falls, Wisconsin 54022
Telephone: (715) 425-8161
E-mail: dean@byegoff.com

4 DISALLOWING THE CLAIM OF JACINDA WEST FILED ON JANUARY 27, 2022 BY
5 ATTORNEY DEAN R. ROHDE AGAINST EAU CLAIRE COUNTY; DIRECTING THE
6 COUNTY CLERK TO NOTIFY THE CLAIMANT OF SAID DISALLOWANCE

7 WHEREAS, on January 27, 2022 Attorney Dean R. Rohde of Bye, Goff & Rohde, Ltd. On
8 behalf of Jacinda West filed a Notice of Claim against Eau Claire County with the County Clerk’s
9 Office; and

10 WHEREAS, the claim states that their client, Jacinda West was injured while in a traffic
11 accident with an Eau Claire County Highway plow truck driven by Eau Claire County employee
12 Christopher H. Sorensen; and

13 WHEREAS, the claim further states that Ms. West’s injuries are serious and may be severe
14 and permanent. That Ms. West’s conditions is subject to continuing medical care and treatment; and

15 WHEREAS, the claim fails to state how the claimant was injured, but makes a claim against
16 the county in the amount of \$250.000.

17 WHEREAS, WMMIC, the County’s insurance carrier has recommended that Eau Claire
18 County disallow this claim.

19 NOW THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors
20 hereby formally disallow the claim of Attorney Dean R. Rohde on behalf of his client, Jacinda West
21 against the County of Eau Claire.

22 BE IT FURTHER RESOLVED that the county clerk is hereby directed to notify
23 Attorney Dean R. Rohde of the disallowance.

24 I hereby certify that the foregoing correctly represents the action taken by the undersigned
25 Committee on March ___, 2022 by a vote of ___ for, and ___ against.

26 _____
27 Stella Pagonis, Chair
28 Finance & Budget Committee

FACT SHEET

FILE NO. 21-22/100

Wisconsin State Statute 59.64(4)(e) grants the County Board the authority to direct the County Clerk to cancel checks that are more than two years old. The attached resolution and supporting outstanding check list contain checks with issue dates from 2018-2019. These have previously been published as unclaimed funds.

Fiscal Impact: None

Respectfully Submitted

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

Amy Weiss
Senior Accounting Manager

4 -AUTHORIZING THE CANCELLATION OF CHECKS THAT ARE OVER TWO YEARS
5 OLD; DIRECTING THAT SAID TOTAL BE TRANSFERRED TO THE UNCLAIMED
6 TRUST ACCOUNT AND CREDITED TO THE GENERAL FUND-

7 WHEREAS, Section 59.64 (4) (e.) Wisconsin Statutes, grants the county board the
8 authority to direct the county clerk to cancel checks that are more than two years old and destroy
9 orders for said checks more than two years old; and

10
11 WHEREAS, the attached list reflects the number of outstanding checks that are more
12 than two years old; and

13
14 WHEREAS, said funds should be directed to the Unclaimed Trust Account and, in turn,
15 credited to the General Fund.

16
17 NOW, THEREFORE, BE IT RESOLVED that the Eau Claire County Board of
18 Supervisors hereby directs the county clerk, in accordance with Section 59.64 (4) (e.) Wisconsin
19 Statutes, to cancel said checks listed on the attachment and destroy said orders with said checks.
20

21 BE IT FURTHER RESOLVED that the total of said checks in the amount of \$7,795.94
22 be transferred to the Unclaimed Trust Account and, in turn, credited to the General Fund by
23 journal entry.

24
25 I hereby certify that the foregoing correctly represents the action taken by the undersigned
26 Committee on March ____, 2022 by a vote of ____ for, and ____ against.
27
28
29

30 _____
31 Stella Pagonis, Chair
32 Finance & Budget Committee
33


34 AW
35
36

Eau Claire County			
Outstanding Checks			
January 1, 2018-December 31, 2019			
Check Number	Issue Date	Amount	Vendor Name
730143	20180105	18.62	ANGELINA R ARROYO
730156	20180105	16.38	STEVEN R FISHER
730227	20180105	3.30	ADAM SCHREINER
731108	20180126	3.84	LOUIS EISENMAN
731242	20180202	14.14	AMY D GILLESPIE
731243	20180202	19.04	ANDREW D JOHNSON
731251	20180202	15.77	ELIZABETH A JAMES
731273	20180202	15.23	MICHAEL L CALKINS
731301	20180202	5.11	WILLIAM LOBNER
731573	20180209	13.37	PATRICK MULCAHY
731791	20180216	54.32	DEANNE K RADTKE
731802	20180216	13.01	KATHRYN M BEU
731820	20180216	24.54	ROBIN E WETZEL
731830	20180216	13.59	VICTORIA J WEISER
732141	20180223	17.85	ANDREW KJELSTAD
732347	20180302	17.92	CHANTELE N SCHILLING
732353	20180302	18.54	EARL HEWITT
732368	20180302	17.60	ALEC J MOHR
732370	20180302	17.19	AMANDA J LARSEN
732388	20180302	53.06	GUY A PETERS
732397	20180302	13.52	KENDRA M HINTZ
732591	20180309	128.58	MATTHEW J MINK
732944	20180316	9.69	KELLY SCHIEDERMAYER
733348	20180330	13.01	DOUGLAS E ATCHISON
733350	20180330	27.04	DYLAN GOTLIEBSON
733352	20180330	26.02	ERIC M STARK
734020	20180413	208.00	VERIZON WIRELESS
734402	20180427	15.46	SCOTT T TRIPPLER
734403	20180427	25.76	SHELBY M KELLER
734409	20180427	13.11	YER THAO
734476	20180427	19.00	EDUCORR LLC
734570	20180504	80.00	THE MUSIC THERAPIST COMPANY LLC
734890	20180511	14.54	DANIEL J LARSON
734922	20180511	19.64	OLIVER FULGIONE
735903	20180608	27.55	ADRIENNE N WALDEN
735904	20180608	17.60	ANN M KELLER
735913	20180608	12.76	JEREMY J CRISTALLO
735923	20180608	16.58	ROBERT MATTHEW BUCKLI
736435	20180622	15.05	DAVID A DUFFENBACH
736444	20180622	60.72	ISABEL C NUNEZ
736457	20180622	17.60	KENNETH J ANDERSON
736459	20180622	49.48	KRISTA L CAUCUTT-RATZ
736463	20180622	16.58	MATHEW J ZEILINGER
736465	20180622	13.57	NICHOLAS A WIERSGALLA
736561	20180629	17.40	CHERAYA SWANSON

736636	20180629	54.28	CORISA K SKOG
736643	20180629	55.10	GAOKNUE THOR
736644	20180629	65.40	HEATHER E VANLANDINGHAM
736645	20180629	13.01	HOPE S WHITE
736884	20180713	7.93	ANN BALL
737090	20180713	6.12	AMBER MEINEN
737444	20180727	15.05	ANTHONY J DOERMANN
737506	20180727	13.01	MARK C LUNDIN
737507	20180727	15.05	MARK F STOEGER
737532	20180727	15.56	THOMAS J TWITE
737799	20180803	8.51	RIDGESTONE HEIGHTS LLC
737857	20180803	37.40	Samantha Cook
738140	20180810	10.00	Nancy & Gerald Pagel
738141	20180810	6.49	PAUL LIDDELL-BOWE
738142	20180810	7.00	RAYMOND OR LIZZIE MILLER
738245	20180810	15.25	KIRSTEN GAIL HANSON
738255	20180810	15.56	NATHAN JAMES STAVES
738398	20180817	17.60	BRANDON RONALD KNUTH
738431	20180817	15.56	KATRINA L HAGEN
738440	20180817	13.52	MAI DER VANG
738465	20180817	15.05	THADDEUS TERRELL BROWN
738488	20180817	14.03	MICHAEL J HERA
738489	20180817	14.03	MICHAEL JAMES SMITH
738490	20180817	12.50	NANCY LYNN SPANEL
738538	20180817	12.24	AMBER MEINEN
739847	20180921	58.94	ANN WRZOSEK-MANOR
740020	20180928	34.94	GIBSON KAYLIN MARIE
740021	20180928	13.78	GREGORY ANNE E
740023	20180928	13.52	HAYDEN SAMUEL M
740029	20180928	16.58	LANG TIMOTHY DANIEL
740189	20181005	10.40	HUNTER BRIKEN
740193	20181005	3.60	ROSS CORDELL
740194	20181005	9.00	ROSS SHELBY
740197	20181005	10.00	JOEL STUMP
740199	20181005	16.80	BEN WALKER
740531	20181012	2.80	MAYER KENDALL
740548	20181012	16.24	AMANDA LONSDORF
740565	20181012	5.93	STEVEN MANOR
740894	20181019	175.00	MIKAYLA EHRICH
740989	20181026	50.00	UNIVERSITY OF WISCONSIN - EAU CLAIRE
741539	20181109	29.90	AARON MICHAEL BROWN
741547	20181109	19.13	ADAM J GLENZ
741548	20181109	13.98	NATHANIEL DONALD GRIVETTE
741558	20181109	13.01	RILEY DAVID KNACK
741569	20181109	17.09	MORGAN DAWN MINER
741576	20181109	17.60	RALPH J RING
741591	20181109	16.58	ALEXANDRA KAYE VAN ROY
741593	20181109	16.68	TRUE LOR VUE
741668	20181109	37.50	CRAIG PINGEL
742127	20181130	17.09	MICHEK JUDITH ARBIZU
742154	20181130	20.15	VANG LUE
742159	20181130	16.07	XIONG PANG CHIA
742422	20181207	17.20	LAMETTRY DANIEL

742435	20181207	17.08	WOMACK ERICK
742797	20181214	7.11	SHAWN CORBIN
743245	20181221	45.14	OTTIGER, CATHERINE JO
743253	20181221	28.06	SEMLING, CHAD ANDREW
743928	20190111	7.10	GARY SCHUSTER
743936	20190111	49.73	JASON VANCE
743948	20190111	1,000.00	UNITED STATES DEPARTMENT OF AGRICULTURE
744197	20190118	30.00	XCEL ENERGY
744865	20190208	14.03	LISA MARIE DAVIS
744880	20190208	20.15	CRYSTAL MAE KOTHBAUER
744885	20190208	16.58	ROBBIE JOHN MOORE
744891	20190208	14.54	ERIC LEE RYKAL
744892	20190208	16.58	AMANDA KATE SAXBY
744902	20190208	15.56	EDWIN GENE VOLD
745245	20190215	15.15	ANTHONY A CASANOVA
745254	20190215	15.05	KYLE JAMES ENGEN
745269	20190215	14.85	TYLER JENNINGS HENDERSON
745278	20190215	13.93	ANITA ANN KIMBLE
745290	20190215	14.03	TYLER MATTHEW MATTISON
745294	20190215	20.15	ANTHONY N NASER
745296	20190215	15.56	DENNIS STANLEY NELSON
745297	20190215	27.80	ROBERT D NELSON
745316	20190215	14.54	MARK E ROSSOW
745327	20190215	12.76	KEVIN JAMES STONER
745335	20190215	14.54	CINDY SUSAN TRUESDELL
745340	20190215	15.56	JADE DANIELL WHITWAM
745436	20190222	16.94	JAMERO AMES
745570	20190222	45.00	AUTO VISION CENTER
745659	20190222	19.24	ROBERT BARR
745729	20190301	134.80	BRIAN PIECHOWSKI
745734	20190301	22.75	WARREN HONADEL
746038	20190308	12.03	KYLE BROCKMAN
746072	20190308	13.88	KRISTIN ANN DEPREY
746080	20190308	16.07	JENNIFER LYNN HAGEDORN
746085	20190308	13.72	MEGAN A HELLAND
746098	20190308	29.08	MAURITA LOUISE MOSS
746119	20190308	13.52	JENNIFER LIN TORRENCE STERLING
746519	20190315	15.56	MICHAEL E EPSON
746559	20190315	52.80	NICHOLAS CLYDE SIVERLING
746560	20190315	14.29	ZANE BRODRICK SNYDER
746640	20190322	9.98	ALYSSA JONES
746951	20190329	50.00	FOLEY & MANSFIELD
747488	20190412	13.01	CHANG HER
747500	20190412	17.60	ALYSSA DANIELLE MUSTARD
748001	20190426	15.36	SKYLER PAIGE RIVERA
748004	20190426	19.64	TIMOTHY LOUIS THOMPSON
748008	20190426	17.60	MAX TAYLOR WINTERS
748470	20190513	30.86	TRACY LYNN BROWN
748473	20190513	16.07	AMY LYNN CROWNHART
748488	20190513	15.56	JESSICA CHRISTY KLEIN
748499	20190513	15.56	SABRINA MARIE MARQUARDT
748513	20190513	181.10	ALEXANDRA ELIZABETH RIPLEY
748526	20190513	15.05	JENG VANG

748566	20190517	140.82	LAUREN ROEMHILD
748947	20190524	16.58	VANESSA CORELLA LOEW
749909	20190621	20.44	DUSTIN ANDERSON
750127	20190628	126.00	CHIPPEWA VALLEY MIRACLE LEAGUE
750288	20190705	17.60	VENESSA M WHITE
750936	20190719	15.56	SHERYL ANN AUSMAN
750939	20190719	15.05	LORI J FLASKRUD
751612	20190809	61.46	GARY R GENTRY
751644	20190809	20.00	JEREMY STARY
751975	20190823	350.00	ANICA CHESNUT & N MICHIGAN UNIV
752032	20190823	19.59	AUSTIN D MARTIN
752048	20190823	249.05	LIZ PRIES
752396	20190830	13.52	MELISSA L DAVEY
752421	20190830	5.00	COUNTY OF GREEN LAKE
752785	20190913	5.67	SUNDAY OLATUNJI
752854	20190916	17.09	COREY R BUDD
752855	20190916	13.52	JUSTIN ARTHUR DOUGLAS
752867	20190916	17.60	ZACHARY QUINN LASHER
753199	20190923	16.00	SHARON MCROBERTS
753368	20190927	55.00	LBR ELECTRIC
753776	20191011	31.90	SILVER TERRACE SHOPPING CENTER LLP
753924	20191018	18.47	CORY WRIGHT
753974	20191018	15.56	BROOKS MICHAEL BAUER
753985	20191018	17.70	DUNCAN RODERICK CAMERON
753996	20191018	27.80	JENIFER LAINE GROTTTE
754009	20191018	16.58	SHANNON M KIRSHENBAUM
754102	20191018	45.13	RORY ALBRECHT
754172	20191025	16.39	MELISSA LARRABEE
754378	20191025	14.03	MITCHELL LEE JOHNSON
754379	20191025	14.03	NICHOLAS D KINSMAN
754390	20191025	18.62	RYAN ANTHONY RICO
756346	20191220	1,574.00	SENTINEL MN LLC
756464	20191230	17.09	KYLE WILLIAM BETZ
756486	20191230	16.84	LYNN MARIE OLSON
756496	20191230	14.03	BENJAMIN JOSEPH RUBENZER
756510	20191230	14.13	ROBERT THEODORE VARWIG
	Total Unclaimed Funds	\$ 7,795.94	



2021 Purchasing Review

Finance & Budget Committee

March 7, 2022

2021 Purchasing – Key Metrics

Purchasing	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Number & dollar amount of procurement bids processed during the year (new measure 2018)	12/\$2M	16/\$2.6M	17/\$2M	26/\$30.3M
Number & dollar amount of RFPs processed during the year (new measure 2018)	9/\$6.7M	7/\$2M	3/\$7.3M	11/\$10.2M
Number & Dollar amount of POs issued during the year (new measure 2018)	517/\$16.7M	574/\$20.4M	566/\$19.9M	575/\$21.2M
Number of transactions and dollar amount of procurement card spending (new measure 2018)	7,054/\$1.115M	6,099/\$1.019M	4,429/\$.828M	5,056/\$.975M
Number of new vendors added (jurors) during the year (new measure 2019)		706	374	837
Number of new vendors added (non-jurors) during the year (new measure 2018)	All - 678	730	496	463
Number of vendor change requests processed during the year (new measure 2018)	361	739	737	1,394

- Significant increase in bids and RFPs in 2021
- Saw a rebound of the P card spending back to pre-pandemic levels
- New vendor changes were up as we completed clean-up of vendor records and W-9 information

2021 Purchasing – PO Activity

Quarterly PO Stratification |

	<\$5K	\$5-\$20K	\$20K-\$50K	\$50K-\$100K	\$100K+	TOTAL
Qtr 1	88	52	31	9	23	203
Qtr 2	50	45	12	14	8	129
Qtr 3	53	38	13	5	6	115
Qtr 4	58	42	15	8	5	128
SUM	249	177	71	36	42	575

	<\$5K	\$5-\$20K	\$20K-\$50K	\$50-\$100K	\$100K+	TOTAL
Qtr 1	\$184,674	\$531,535	\$959,009	\$601,897	\$10,134,836	\$12,411,950
Qtr 2	\$85,745	\$450,631	\$344,120	\$965,585	\$1,669,606	\$3,515,687
Qtr 3	\$79,353	\$397,025	\$337,604	\$352,665	\$1,412,046	\$2,578,693
Qtr 4	\$97,049	\$448,591	\$436,254	\$559,137	\$1,137,557	\$2,678,588
SUM	\$446,821	\$1,827,782	\$2,076,986	\$2,479,283	\$14,354,046	\$21,184,918

- County policy is use of POs for expenditures through Alio >\$5K, although some departments utilize Pos below that value to run their department

2021 Purchasing – Top 10 Non-Governmental Vendors

<u>Vendor Name</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2020-2021</u> <u>% Change</u>	<u>Comments</u>
WEA INSURANCE CORPORATION		\$ 6,242,127	\$ 6,415,906	\$ 6,981,768	8.82%	County health insurance provider
MONARCH PAVING CO	\$ 1,750,130	\$ 1,285,760	\$ 764,562	\$ 4,155,593	443.53%	Highway contractor - signifcant increase in contracts awarded in 2021
BROTOLOC INC	\$ 2,242,774	\$ 2,624,359	\$ 1,896,915	\$ 1,738,611	-8.35%	DHS Contractor - adult family home, community residential facilities, and supportive living services
CAILLIER CLINIC LTD	\$ 591,635	\$ 1,202,348	\$ 1,170,714	\$ 1,123,016	-4.07%	DHS contractor - therapeutic counseling, psychological & AODA assessments, and multiple CCS services
HAAS SONS INC	\$ 1,627,613	\$ 4,603,974	\$ 3,107,398	\$ 1,057,129	-65.98%	Highway contractor - less contracts awarded in 2021
AVIDIA BANK		\$ 1,219,340	\$ 1,285,005	\$ 983,164	-23.49%	County HSA account administartor
HEARTLAND LABEL PRINTERS INC	\$ 499,592	\$ 833,344	\$ 1,282,776	\$ 919,638	-28.31%	IT equipment and support, 2020 was higher than normal
MIRON CONSTRUCTION CO INC		\$ 176		\$ 649,244	N/A	Contractor for 6th courtroom project
FAHRNER ASPHALT SEALERS LLC	\$ 426,611	\$ 1,103,225	\$ 570,357	\$ 642,831	12.71%	Highway contractor
NORTHWEST COUNSEL & GUIDANCE CLINIC INC	\$ 506,722	\$ 764,659	\$ 638,358	\$ 637,462	-0.04%	DHS contractor - emergency crisis, strenthening families program, SPARK program, and multiple CCS services

2021 Purchasing – P Card Audit Results

2021	Total # of		Total # of	# of	# of Cards	Total \$	% Audited to Total	% of \$	# of Audits w/	Unresolved	# of Depts
	Transactions	Total \$ spend									
February	441	\$ 67,249	85	177	68	\$ 59,343	80.0%	88%	2	0	20
March	350	62,301	77	219	51	52,683	66.2%	85%	4	0	14
April	407	92,051	85	198	64	85,106	75.3%	92%	2	0	19
May	448	85,458	79	221	64	78,140	81.0%	91%	6	0	22
June	527	105,823	77	267	65	97,539	84.4%	92%	5	0	17
July	370	74,366	76	162	60	65,578	78.9%	88%	4	0	19
August	468	81,640	72	244	51	71,246	70.8%	87%	12	0	11
September	446	81,792	82	251	55	74,593	67.1%	91%	4	0	17
October	421	78,434	84	237	59	69,665	70.2%	89%	3	0	20
November	467	98,901	81	206	64	85,608	79.0%	87%	3	0	20
December	348	90,830	69	196	46	80,163	66.7%	88%	3	1	17
Total	4,693	\$ 918,845	867	2,378	647	\$ 819,664	74.6%	89%	48	1	


2021 Purchasing – Assets Sold

- Sold 73 assets during 2021 from various departments
- Primarily utilize GovDeals for on-line auction sales
- Sales throughout the US and some international
- Total sales for the year netted \$378,996
- Departments activity:

Department	Amount
Sheriff	\$ 288,360
Highway	60,931
Airport	15,981
Parks & Forest	9,127
Information Systems	3,273
ADRC	1,325
Total	\$ 378,996

2021 Purchasing – Key Accomplishments

- Transitioned to facilitate full electronic acceptance of bids
- Implemented RFP summary/decision form to facilitate review with oversight committees and formalize the award process
- Added capability to upload vendor information where possible
- Updated vendor W-9 information where needed
- Implemented procedure for deactivation of vendors
- Fully implemented Taxpayer Identification Number (TIN) checking with the IRS for any new vendor requests
- Consolidated asset sales from departments through GovDeals and expanded the reporting
- Second full year of P card auditing



Procurement Local Preference

Finance & Budget Committee

March 7, 2022

Local Preference Examples

- City of Madison
 - 1% Weight for Bids and 5% Weight for RFPs
 - Adopted 2007
 - For purchases >\$5K
 - Local defined as Dane County
 - Must meet 2 of 3 criteria
 - More than 50% of employees are local
 - Must source at least 15% locally
 - At least 50% local ownership

Local Preference Examples

- City of Milwaukee
 - 5% Weight for Bids for Local Business Program Participants
 - 10% Weight for Small Business Enterprises
 - Local Business Program
 - Preference difference can't exceed \$25K
 - Must be certified with the city's Small Business Development
 - Small Business Enterprise
 - Preference difference can't exceed \$30K
 - Must be certified with the city's Small Business Development

Local Preference Examples

- City of Appleton
 - 5% Weight for RFPs
 - For purchases >\$5K
 - Local defined as the city of Appleton
 - Applied in a point-based system and local preference can't exceed more than 5% of the total points

Eau Claire County Recommendation

- Local Preference in RFPs
 - Follow the Appleton model and allow up to 5% preference points for local vendors
 - Define local as:
 - Having an office or base in Eau Claire County or within a 25 mile radius of the county lines
 - If applicable, employees on the project are also local
- Local Preference in Bids
 - Assess the impact of applying a 1%-3% local preference to bids and awards over 2021 and 2022 to see the potential impact on awards and cost

Eau Claire County
Annual Sales Tax Collections

Month	2019	2020	2021	Cumulative YTY Change
January	\$ 704,798	\$ 919,229	\$ 838,139	\$ (81,090)
February	669,281	801,924	954,608	71,595
March	959,733	682,340	1,035,307	424,562
April	854,152	759,489	1,235,684	900,757
May	1,020,614	1,000,779	1,078,714	978,692
June	1,134,311	1,027,023	950,114	901,783
July	763,404	938,683	1,404,778	1,367,877
August	1,128,758	1,180,465	1,145,274	1,332,686
September	1,059,516	733,468	960,118	1,559,336
October	775,608	1,036,954	1,245,706	1,768,088
November	1,071,365	946,310	890,301	1,712,079
December	968,152	955,598	1,208,368	1,964,849
Total YTD	\$ 10,141,541	\$ 10,026,665	\$ 11,738,744	
Budget	\$ 10,849,216	\$ 10,850,960	\$ 10,500,960	
Actual Collections	\$ 11,109,693	\$ 10,982,263	\$ 12,947,112	
Excess (Short)	\$ 260,477	\$ 131,303	\$ 2,446,152	
	2019 Surplus	2020 Surplus	2021 Surplus	

Monthly amounts reflect sales tax earned. Payments received approx two months later.

**Eau Claire County
Annual Sales Tax Collections**

Month	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
January	\$ 613,413	\$ 637,758	\$ 633,370	\$ 655,343	\$ 696,710	\$ 755,910	\$ 746,338	\$ 704,798	\$ 919,229	\$ 838,139
February	563,535	532,904	689,925	843,563	882,113	628,528	601,096	669,281	801,924	954,608
March	783,032	834,428	852,142	864,937	659,845	914,348	957,986	959,733	682,340	1,035,307
April	741,448	606,312	641,812	719,623	933,154	883,529	900,497	854,152	759,489	1,235,684
May	549,895	783,189	856,800	854,993	880,459	803,003	946,279	1,020,614	1,000,779	1,078,714
June	872,811	924,281	935,972	835,827	819,172	893,219	1,249,533	1,134,311	1,027,023	950,114
July	783,644	655,631	764,686	1,031,180	946,348	1,108,995	748,195	763,404	938,683	1,404,778
August	785,490	823,653	1,004,488	957,996	817,003	829,756	987,184	1,128,758	1,180,465	1,145,274
September	788,958	805,689	725,272	753,988	906,726	984,452	1,086,193	1,059,516	733,468	960,118
October	669,856	655,379	830,917	968,167	901,132	933,541	789,472	775,608	1,036,954	1,245,706
November	799,401	872,360	934,158	868,976	662,535	652,721	950,828	1,071,365	946,310	890,301
December	817,298	774,289	707,471	708,777	996,080	1,137,837	1,069,954	968,152	955,598	1,208,368
Total	\$ 8,768,781	\$ 8,905,873	\$ 9,577,013	\$ 10,063,370	\$ 10,101,277	\$ 10,525,839	\$ 11,033,555	\$ 11,109,693	\$ 10,982,263	\$ 12,947,112
Budgeted	\$ 7,800,000	\$ 8,060,000	\$ 8,586,000	\$ 8,950,000	\$ 9,280,000	\$ 9,600,000	\$ 10,100,000	\$ 10,849,216	\$ 10,850,960	\$ 10,500,960
Excess (Short)	\$ 968,781	\$ 845,873	\$ 991,013	\$ 1,113,370	\$ 821,277	\$ 925,839	\$ 933,555	\$ 260,477	\$ 131,303	\$ 2,446,152
	2012 Surplus	2013 Surplus	2014 Surplus	2015 Surplus	2016 Surplus	2017 Surplus	2018 Surplus	2019 Surplus	2020 Surplus	2021 surplus
Total County Taxable Sales	\$ 1,753,756,200	\$ 1,781,174,600	\$ 1,915,402,600	\$ 2,012,674,000	\$ 2,020,255,414	\$ 2,105,167,718	\$ 2,206,710,922	\$ 2,221,938,672	\$ 2,196,452,592	\$ 2,589,422,476
Monthly Average	\$ 730,732	\$ 742,156	\$ 798,084	\$ 838,614	\$ 841,773	\$ 877,153	\$ 919,463	\$ 925,808	\$ 915,189	\$ 1,078,926

Monthly amounts reflect sales tax earned. Payments received approx two months later.

5 Year Average and Median		
Month	Monthly Avg	Median
January	\$ 792,883	\$ 755,910
February	\$ 731,087	\$ 669,281
March	\$ 909,943	\$ 957,986
April	\$ 926,670	\$ 883,529
May	\$ 969,878	\$ 1,000,779
June	\$ 1,050,840	\$ 1,027,023
July	\$ 992,811	\$ 938,683
August	\$ 1,054,287	\$ 1,128,758
September	\$ 964,750	\$ 984,452
October	\$ 956,256	\$ 933,541
November	\$ 902,305	\$ 946,310
December	\$ 1,067,982	\$ 1,069,954

MINUTES
Eau Claire County
Committee on Finance & Budget
Monday, February 7, 2022
4:30 p.m.
Webex Conference Call

Committee on Finance & Budget Members present: Supervisors Steve Chilson, Jim Dunning, Robin Leary, Stella Pagonis, Gerald Wilkie

Staff present: Norb Kirk, Finance Director; Amy Weiss, Senior Accounting Manager

Others present: Sean Lentz, Ehlers; Mindy Dale, Von Briesen; Ryan Patterson, Leader Telegram; an unidentified call-in user

Chair Pagonis called the Committee on Finance & Budget to order at 4:30 pm and confirmed compliance with open meetings law.

The committee clerk took roll call. Members present are indicated above.

No members of the public wished to speak.

Proposed Resolution 21-22/092 “Initial Resolution Authorizing the Borrowing of Not to Exceed \$5,625,000; and Providing for the Issuance and Sale of General Obligation Highway Facility Bonds Therefore”

Sean Lentz from Ehlers was present to explain the proposed bond issue for remaining costs on the Highway facility. The board made a commitment to borrowing these additional funds when it became known that the highway facility was going to be over budget. The funds from this borrowing can be diverted to other capital projects, such as the courthouse chillers, should they not be needed for the completion of the Highway facility. ADRC should hear back in mid-February about the status of the grant award for the Meals on Wheels kitchen construction.

Motion: Dunning move approval as presented

Vote: 5-0 via roll call vote

Department Legal Services and Expenditures (2020, 2021, 2022)

The current accounting structure is not setup to pull only legal services expenditures. Legal expenditures are mostly recorded under professional services or other contracted services. The committee reviewed expenditures in total for Weld Riley. Most of the county’s legal expenditures are in the courts. Human Resources does also pay for employment related items.

Supervisor Chilson would requested to know which department budgeted for outside legal counsel for Von Briesen, and how much money was budgeted. Supervisor Wilkie believes that the county should have and follow a process for determining when and how outside counsel is attained.

Supervisor Dunning would like a fiscal report from the Sheriff’s department on the forensic audit.

Grant Application and Award Policy

The committee began discussions on department application, presentation, and incorporation of new grant awards into the budget. The policy should address when the oversight committee and the board need to be involved. The committee desires uniformity, but not so much restriction that efforts are stifled. Norb will draft a policy for committee review.

Debt Strategy

Norb Kirk reviewed the current debt management policy. The county is currently out of compliance with the percentage of the levy metric. Norb will draft an updated policy for committee review.

2023 Budget Calendar

Pagonis asked several questions. Pagonis feels that March may be a bit early to request departments return capital requests to administration. The proposed budget calendar combines all budget items, instead of maintaining separate lists for all interested parties. Chilson would like F&B to have a budget presentation to the board in October to allow for board member education and questions.

Budget Process

The committee would like more board involvement in deliberations. The committee believes that the rules should be changed back to a committee of the whole, and/or other board rules should be changed to allow for better discussion.

Review of Meeting Minutes

Motion: Leary moves approval as presented

Vote: 5-0 via voice vote

Future Meetings: Joint Highway meeting February 24, 8 am (ARPA presentation, annual borrow for infrastructure and Pacer rating); regular F&B March 7, 4:30 pm; March 15, 2022 just prior to board meeting for bond sale approval

Agenda Items: bond sale approval, report back on DHS legal fees, forensic audit costs

The committee adjourned at 6:34 pm.



Amy Weiss
Committee Clerk

JOINT MINUTES
Eau Claire County
Committee on Finance & Budget
Highway Committee
Thursday, February 24, 2022
8:00 a.m.
Webex Conference Call

Committee on Finance & Budget Members present: Supervisors Steve Chilson, Jim Dunning, Robin Leary, Stella Pagonis, Gerald Wilkie, Nick Smiar (ex-officio)

Highway Committee: Supervisors Nathan Anderson, Carl Anton, Steve Chilson, Judy Gatlin, Nathan Otto

Staff present: Norb Kirk, Finance Director; Kathryn Schauf, County Administrator; Jon Johnson, Highway Commissioner; Amy Weiss, Senior Accounting Manager

Chair Pagonis called the Committee on Finance & Budget to order at 8:00 am.

Chair Chilson called the Highway Committee to order at 8:00 am and confirmed compliance with open meetings law.

The committee clerk took roll call for both committees. Members present are indicated above.

No members of the public wished to speak.

Jon Johnson presented information on the history of the county PACER rating. This included conversation surrounding the historical Highway levy and current bond issues. The county maintains about 420 miles of roadway, which has held steady over the last 20 years. Funding is allocated based on use and functionality of roadways. A reduction in road investment will impact the County's general transportation aids (GTA). The GTA analysis is done over 5 years. GTA funds are put towards the road maintenance programs.

A PACER rating of 6 is at the bottom of fair condition, and should be the minimum the county would like the roads at. The county's total PACER rating is an average of all roads. Supervisor Chilson believes that the county's goal should be a PACER rating of 6.5-7.

The capital improvement program includes an allocation for bridges and culverts (structures). The bridge evaluation is complete on a percentage level (100% is brand new; 50% needs replacement). The Highway Commissioner is responsible for the health of county bridges. The county currently does inspections for all county and city structures. The county's vehicle registration fee (VRF) funds structure maintenance and replacement.

Jon Johnson gave some highlights from the Bipartisan Infrastructure Legislation (BIL) presentation. Wisconsin has been allocated approximately \$1.29 billion over 5 years to improve the bridges and roads. Eau Claire County has identified three project candidates for the first round of funding. The application for construction only projects in this first phase are due April 1, 2022.

The committees adjourned at 9:48 am.



Amy Weiss
Committee Clerk