

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Tuesday, September 7, 2021
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Ed Wagner, Donna Rozar, Adam Fischer, Mike Feirer, Lance Pliml

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Dennis Polach, Bill Clendenning, Ken Curry, Trent Miner, Ed Newton, Heather Gehrt, Adam Fandre, Kim McGrath, Kelli Francis, Reuben Van Tassel, Amy Kaup, PaNyaia Yang, Nick Flugaur, Sue Kunferman, Kyle Theiler, Brandon Vruwink, Mary Schlagenhaft, Nancy Turyk, Mary Solheim

The meeting was called to order by Chair Wagner at 9:00 a.m.

There were no public comments.

Motion (Fischer/Rozar) to approve the consent agenda. Motion carried unanimously.

Pliml provided updated information to the Committee regarding the guidance on ARPA fund spending. Pliml shared that there are some things on CIP that will likely be allowable and that more clarity is anticipated to be provided each day.

Nancy Turyk provided the Committee with information on progress with the Strategic Plan as well as an overview of the role of the Committee in the Strategic Plan. Discussion ensued regarding communication and marketing the County from an Economic Development standpoint. Pliml stated that he would have preliminary conversations with some organizations regarding how Wood County can help with attracting tourists and residents.

County Clerk Miner presented his department's 2022 budget.

Motion (Rozar/Feirer) to accept the County Clerk's 2022 budget as presented. Motion carried unanimously.

Wellness Coordinator Fandre provided a brief update on Wellness activities.

Treasurer Gehrt presented her department's 2022 budget.

Motion (Fischer/Pliml) to accept the Treasurer's 2022 budget as presented. Motion carried unanimously.

Gehrt presented seven resolutions to sell properties back to former owners.

Motion (Fischer/Feirer) to approve the seven resolutions to sell properties back to former owners. Motion carried unanimously.

Gehrt presented a resolution for the Investment Policy. Gehrt explained that the policy was last updated in 1985 and was in need of updates, among those being to allow the Treasurer to do some longer term investing. Brief discussion ensued.

Motion (Rozar/Pliml) to approve the resolution on Investment Policy. Motion carried unanimously.

Gehrt discussed the option of investing some of the ARPA funds rather than holding them all as liquid assets. Gehrt explained that the current interest rate is .03% and will earn approximately \$2,100. She further explained that, if the funds are invested for a term of two years, the interest rate would be .16% and could potentially earn around \$11,000. Discussion ensued at length, including investing with local financial institutions with much higher interest rates.

Motion (Rozar) to put \$3.5 million of the ARPA funds in a 2 year investment. Motion dies for lack of a second.

Gehrt informed the Committee that there is a current lawsuit from Marshfield Clinic against the City of Marshfield for \$2.8 million regarding over taxation/illegal taxation. Gehrt explained that the County's liability is approximately \$602,000 that would need to be repaid if Marshfield Clinic wins the lawsuit. Discussion ensued.

Gehrt stated that an oversight occurred a couple of years ago on a property that was sold in the Treasurer's office. Gehrt provided details on the error to the Committee and stated that the impacted mortgage company is seeking damages of \$104,000 and that the County sold the property for \$15,000. She further explained that, if the claim proceeds, the insurance deductible for legal aid is \$10,000.

Finance Director Newton stated that he submitted the first ARPA reporting. The next reporting will be for the quarter ending September 30th and is due on October 31st.

Newton provided an overview of the CIP after oversight committees reviewed their departments' requests. He stated that the current CIP is \$4.6 million. He reminded the Committee that there is \$455,000 in carryover from the Parks & Forestry Department that can be utilized, so the total threshold for CIP is \$3.9 million. Discussion ensued at length. The Committee will review the CIP and the items that may be eligible for ARPA funds to have a final CIP prior to the budget resolution being presented in October.

Newton presented his department's 2022 budget.

Motion (Rozar/Feirer) to accept the Finance Department's budget as presented. Motion carried unanimously.

Newton provided an overall budget update. He stated that we are right about where we were at last year at \$4 million over budget. Discussion ensued. The Committee set the budget meeting for September 24, 2021 at 9:00 a.m.

Human Resources Director McGrath presented her department's 2022 budget. Brief discussion regarding the Anthem administrative fees ensued. McGrath will work with the Horton Group to monitor the administrative fees.

Motion (Rozar/Pliml) to approve the Human Resources budget as presented. Motion carried unanimously.

Wagner shared with the Committee that he received an appeal from an employee concerning the Flexible Spending Dependent Care benefit. He explained that an appeal was denied by the benefit administrator and that the Committee is being asked to review it. McGrath stated that a decision is needed prior to the end of the fiscal year.

Rozar expressed that she believed the oversight committee review of positions prior to filling them was going to be on the agenda for this month's meeting. Rozar stated that Department Heads are continuing to follow the direction of the Committee by presenting information and asking for permission to fill open positions prior to posting them. She explained that this process is taking up an inordinate amount of time and she would like to see it reviewed. Fischer requested that this topic be placed on the next agenda.

Items for next agenda: Oversight Committee review of positions prior to filling them
Employee Benefit Appeal (Closed Session)

The next regular Committee meeting is scheduled for October 5, 2021 at 9:00 a.m.

Wagner declared the meeting adjourned at 10:38 a.m.

Minutes recorded and prepared by Kelli Francis. Minutes in draft form until approved at the next meeting.