

**IRON COUNTY FINANCE COMMITTEE**  
**Meeting Minutes for August 20, 2024**  
**Approved**

1. Meeting called to order:  
Wolff called the Meeting was called to order at 7:01am in the Board Room.
2. Pledge of Allegiance:  
The Pledge of Allegiance was recited.
3. Roll call taken:  
Present were Wolff, Erickson, Lutgen, Youngs and Lauer. Absent Krall.
4. Acknowledge that the meeting was properly noticed and posted:  
The clerk certified the meeting was noticed.
5. Approve minutes of July 16, 2024 as presented:  
Motion to approve the minutes as presented made by Lauer, seconded by Lutgen. All yes, carried.
6. Clerks Report:  
None
7. Public comment pursuant to Resolution #2341:  
Leslie Kolsar discussed her concern for the Development Zone and the possibility of cuts to the program.
8. Discuss/Recommendation for ARPA and Tribal Funds:  
There were items submitted from Forestry, clerks' office and Human Services. Forestry has a paving bill for County Park Road that would total \$20,000.00 and would qualify for the Tribal funds under the infrastructure portion of the requirements. Motion to recommend we apply this to the Tribal Funds made by Lauer, seconded by Lutgen. All yes, carried.
9. Discuss/Recommendation to allow the new Register of Deeds to come in for training:  
Youngs noted that the Deeds office asked if they could have her come in for training after the Election, so around December to train for a month. The Committee had questions as to full or part time and if they were looking for anything else. This will be brought up at the next meeting when all information is gathered.
10. Discuss/Recommendation on Act 207 Tax Deed Process:  
The treasurer stated that WCA was working on a resolution for all counties to use and be uniform, so at this time we cannot act on anything until we get the resolution.
11. Discuss/Recommendation for proposed resolution to Jailer Protective status issue:  
Motion to approve and move to the full county board made by Erickson, seconded by Luten. All yes, carried.
12. Discuss/Recommendation on Health Insurance Options:  
Lutgen stated that her and Loreti had spoken with the agent that the County works with regarding health insurance options. Our health insurance premiums did not go up for the upcoming year so there will be no change to the current plan. Outside the plan we are looking at an increase to what the employee pays from 10% to 13% and the deductible that the employee pays would change to \$300/\$500/\$1000. Motion to move forward to the County Board with the 2025 Health Insurance renewal with no changes made by Lutgen, seconded by Lauer. All yes, carried.

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13. Discuss/Recommendation on employee Evaluations/Reviews:  
It was noted that not all departments are completing evaluations. Each staff member and department head should have an annual evaluation, and it should be kept in the employee file. The clerk will email the new forms and then they can be discussed at the next department head meeting.
14. Discuss/Recommendation Employee Handbook:  
Lauer noted that the new handbook they got from the WCA that is well organized and written. They tried integrating the old handbook with the new. This will be sent to the department heads for them to review and give feedback.
15. Discuss/Recommendation Employee Handbook regarding New Hire Pay Structure:  
Motion to allow department heads to bring new hires in at 100% based on skill set and experience and then the department head would have to state their case to the full Finance Committee for review made by Lutgen, seconded by Lauer. All yes, carried.
16. Discuss/Review 2023 Audit:  
A short review of the audit was discussed and some of the same findings were noted from the prior audit. An action plan was noted to correct the issues going forward.
17. Review and discuss budget comparison for July:  
The Budget comparison for July was reviewed.
18. Treasurer's Report:  
The treasurer's report was reviewed and wolff noted that he is showing a decline in cash of \$850,000 by year end.
19. Review, discussion, and approval of credit card bills, voucher numbers 1938 through 2428 and check numbers 149295 through 149809 dated 7/8/2024 to 8/14/2024:  
Lauer asked about credit card bills and a better explanation on some of the spending such as Amazon. Lutgen asked about the CLA bill. Motion to approve the vouchers and issue the checks and credit card bills made by Erickson, seconded by Lauer. All yes, carried.
20. Discuss/Recommendation 2025 Budget:  
Wolff noted that the numbers are coming in a little higher than he anticipated. We had a \$300,000 decline in revenue. A review of some key expenditures and revenues were noted. Discussion on further cuts and maybe having the departments look at budgets again and cutting another 5% from each of them.
21. Closed Session Closed Session per WI State Statute 19.85 (1) (c) (e) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Road Deputies Contracts.  
Motion to go into closed session at 9:05am made by Lutgen, seconded by Erickson. Roll Call taken. All yes, carried.
22. Return to open session and report any action necessary.

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Motion to return to open session at 9:23am made by Lutgen, seconded by Lauer. Roll call taken. All yes, Carried. No action taken in closed session.

23. Adjournment.

Wolff adjourned the meeting at 9:24am.

Approved: September 17, 2024

Christan Brandt, County Clerk