

**IRON COUNTY FINANCE COMMITTEE**  
**Meeting Minutes for October 15, 2024**  
**Approved**

1. Meeting called to order:  
The Meeting was called to order by Wolff at noon in the County Board Room.
2. Pledge of Allegiance:  
The Pledge was recited.
3. Roll call taken:  
Present were Krall, Lauer, Erickson, Lutgen, Wolff, and Youngs.
4. Acknowledge that the meeting was properly noticed and posted:  
The clerk certified the meeting was properly noticed.
5. Approve minutes of September 17 and 19, 2024 as presented:  
Motion to approve the minutes with a few changes made by Erickson, seconded by Lauer. All yes, carried.
6. Clerk's Report:  
None
7. Public comment pursuant to Resolution #2341:  
Youngs reported that Back in 2021 the minutes reflected once Saxon Harbor was done and all money was paid that the Forestry Administrator Eric Peterson would have his extra pay taken away, he gave that authorization to do so this week.
8. 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. (Selection of new Corp Counsel, Deputy Union Contract, specific employee wages). Motion made by Lauer, seconded by Krall to move into Closed Session at 12:10. Roll call taken, all yes, Carried.
9. Return to open session to report any action necessary:  
Motion to return to open session at 12:50pm made by Erickson, seconded by Lauer. Roll call taken, all yes, carried.  
Corp Counsel: Motion to hire Doug Muskett as Corp Counsel made by Erickson, seconded by Lauer. All yes, carried.  
Sheriff Union Contract: Motion to approve the Deputy Union Agreement for January 1, 2025 through December 31, 2027 and pass to the full board made by Krall, seconded by Erickson. All yes, carried.  
Salary increases: Motion to pass to full board for budget recommendations a 2% increase for budget purposes of budgeting with one exception that will be mentioned last. In addition, a \$1 increase for Jewel Yanko as the consortium reimburses, Devin Czerneski will get the 5 year salary increase per Forestry guidelines and effective 1/1/2025 Eric Peterson being that he manages the 3<sup>rd</sup> largest forest in the state we will increase his salary to \$91,998.76 made by Lutgen, seconded by Erickson. All yes, carried.
10. Discuss/Recommendation for ARPA and Tribal Funds:  
The clerk noted the handout that was given with a few figures that were requested to use the Tribal funds for reimbursement. Human Services requested \$5,516.80 for Crisis on call salary and the Health Department requested \$3,812.75 towards the immunization requirements and \$1,576.00 to

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offset the shortfall in the child lead cases. The IT Department for equipment update for the board room of \$3,200.00. Motion to approve use the Tribal Funds to pay for these items made by Lauer, seconded by Erickson. All yes, carried.

11. Performance Reviews (Supervisor Lauer):

Lauer noted that performance reviews need to be completed by the end of the year and that the form has been updated with revisions mainly to the instructions. Some have forms already and have completed them. Committees need to complete one on the department heads and everyone has an appraisal done this year. Finance will need to complete 4 of them as they do not have a committee to report to. The reviews will be done in closed session when complete.

12. Discuss/Recommendation on Administrative Coordinator Duties:

The duties recommended as follows:

A. Act as liaison between the County Board and individual Department Heads to resolve questions and disputes, and assist Department Heads in resolving conflicts and inconsistencies in the Employee Handbook;

B. Provide direct supervision and annual performance appraisals for Department Heads, except those elected by the citizens of Iron County or those assigned to report to a Board Committee;

C. Attend all meetings of the County Board, except when excused; make recommendations to the County Board on matters within the position's administrative authority; make recommendations for structure, organization, and strategic improvements of County departments to the County Board as necessary;

D. In collaboration with the County Clerk and Treasurer, assist Department Heads with a monthly review to verify operation within approved budgets and assist with presenting any mid-year budget modifications and explanations for approval to County Board.

We will open this up to see who may want this duty and we will give it three (3) Weeks so up until November 8<sup>th</sup>.

13. Discuss/Recommendation on POWTS Maintenance Program Fee:

This was mandated by the State and would offset some of the costs that is incurred if we implemented a \$15 fee for septic maintenance for those who have a septic and this would be placed on the tax bills. The fee would generate approximately \$54,000.00. Motion to recommend to the board to approve an annual \$15 fee to pay for the POWA administration program made by Lutgen, seconded by Lauer. All yes, carried.

14. Discuss/Action on Audit Findings:

The Audit came up as you know with material weaknesses and Wolff stated he did not feel any of us want to continue down that path. Ways to change the bank reconciliation were discussed and booking the CDBG funds. Motion to instruct the clerk to work towards eliminating material weakness made by Lutgen, seconded by Lauer. All yes, carried.

15. Update on Consultant Work:

Wolff noted that the consultant will be beneficial in tying the budget together as well as working on special revenue funds and making sure it is set up correctly. He will also assist in the framework for Highway so that we can better identify those needs.

16. Discuss/Recommendation on Employee feedback on ways to reduce budget deficit:

Wolff stated that we will not be going through the responses today but thanked everyone for responding and that these will be discussed at the next department head meeting.

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17. Discuss/Action 2024 and 2025 Budget Items

- a. Payoff of 2023 Placement Loan: Wolff noted that we could payoff the placement loan on December 30<sup>th</sup> and save some money and we would work with Clara and Christan on this. Motion to save money by paying off the 2023 placement loan made by Lutgen, seconded by Erickson. All yes, carried.
- b. Update on Saxon Harbor Loan Modification and 2024 Cap X Loan: Wolff spoke to the bank and they discussed changing the loan so that we start paying principal.
- c. Cap X 5-year plans: Wolff asked that each committee go back and ask what is in each budget and if there are items that are wants and not needs.
- d. Wage Increase (2% vs .70 per hour) – this was already discussed in open session.
- e. Summary of Funds: The Budget needs to be published in the paper 15 days prior to the public hearing. We changed some items up a bit and how we view it and that document was presented to the Committee. Motion to recommend the budget go to the newspaper made by Erickson, seconded by Krall. All yes, carried.

18. Discuss/Recommendation Referendum Question:

Wolff noted that he felt we needed to wait and not rush this issue. He felt there are other options and opportunities that may help and more efforts to hire a county administrator.

19. Review and Discuss September Budget Comparison and Treasurer's Report: The report was reviewed with no questions.

20. Review, Discussion, and Approval of Credit Card Bills, Voucher Numbers 2571 through 2977 and Check Numbers 150043 through 150372 dated 9/11/2024 to 10/09/2024:

Motion to approve the vouchers, issue the checks and pay the credit cards made by Lauer, seconded By Krall. All yes, carried.

21. Adjournment:

Wolff adjourned the meeting at 1:52pm.

Approved: 11/19/2024

Respectfully submitted.  
Christan Brandt, County Clerk