

IRON COUNTY FINANCE COMMITTEE
Meeting Minutes for November 19, 2024
Approved

1. Meeting called to order:
Wolff called the meeting to order at noon in the Iron County Board Room.
2. Pledge of Allegiance:
Pledge was recited.
3. Roll call taken:
Present were Krall, Lauer, Erickson, Wolff, Youngs and Lutgen.
4. Acknowledge that the meeting was properly noticed and posted:
The Clerk certified the meeting was properly noticed.
5. Approve minutes of October 15, 2024 as presented:
Motion to approve the minutes as presented made by Lutgen, seconded by Krall. All yes, carried.
6. Clerks Report:
None
7. Public comment pursuant to Resolution #2341:
None
8. Discuss/ Recommendation for Policy/Procedure for Corp Counsel:
The Department Heads would need to contact Board Chair to let him know that they need to speak to Corp Counsel.
Motion to have the following Authorized individuals be able to contact Corp Counsel Clerk, Board Chairman, Human Service Director and anyone else that the Board Chairman designates made by Erickson, seconded by Lutgen. All yes, carried.
9. Discuss/Recommendation on Finalizing ARPA and Tribal ARPA:
Wolff asked what the remaining amount of the ARPA funds was, and the clerk noted it was close to \$12,000. Wolff asked if those funds could be used for the wage study and the clerk believed that they could be. Motion to use the remaining ARPA funds for the wage study made by Lauer, seconded by Lutgen. All yes, carried.
10. Discuss/Recommendation on Administrative Coordinator:
No one had applied for this position on the date of the deadline. One board member had showed interest in the position temporarily. They are looking at a 6-month period to assist in figuring out what the County needs and what the job would consist of or if we need an Administrator. How many hours would the position need. Motion to move to full board for Roxanne Lutgen to be Administrative Coordinator starting January 1st, 2025 made by Lauer, seconded by Erickson. Lutgen moved to the audience and abstained from voting. 4 yes, 1 abstain (Lutgen) Carried.
Wolff would also like to move the Admin Coordinator line item from the clerk's budget to the County Boards Budget. Motion to move the line item in the budget made by Lauer, seconded by Krall. 5 yes 1 abstained (Lutgen) carried.
11. Discuss/Recommendation on Board Rules:

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Lutgen noted that the board rules have not been updated since 1994 and the Counties Association had just come out with a template. The new rules were reviewed and approved by Corp Counsel. Motion to move to the full board made by Lauer seconded Lutgen. All yes, carried.

12. Discuss/ Recommendation for Highway to purchase Skid Steer:
They already had funds in their budget for the purchase and have found a used one that would save money. The used one is \$63,400 and comes with a set of forks. Motion to approve made by Krall, seconded by Erickson. All yes, carried.
13. Discuss/Recommendation for Highway CD with Chippewa Valley:
Motion to place the money in the Money Market for the 1st quarter and then go from there made by Lauer, seconded by Krall. All yes, carried.
14. Discuss/Recommendation on DA office overtime:
Discussion on how and why the DA office was getting overtime.
15. Discuss/Recommendation Wage and Benefit Study Proposal:
Motion to move to full board for approval made by Lauer, seconded by Erickson. All yes, carried.
16. Discuss/Recommendation on Employee Handbook Draft:
Motion to send to full board at the December 11th meeting subject to Corp Counsel review and approval made by Erickson, seconded by Krall. All yes, carried.
17. Update on Consultant Work:
Wolff noted that the consultant will be here December 2nd to meet with Highway, the clerk, treasurer and as well as himself and Lutgen.
18. Discuss/Action 2024 Budget
 - Payoff 2023 Placement Loan: The budget comparison looked good, and we should go ahead and pay off the placement loan now. Clara and Christan should work on getting this done.
 - Update on Saxon Harbor Loan Modification and 2024 Cap X Loan: The loan will be ready for signatures on December 4th. This loan had to be 366 days so that it could be included on the debt levy.
 - Changes to 2024 Budget: Wolff noted the changes that needed to take place for the 2024 budget. We need to borrow \$1,080,000, the levy amount does not change, just how debt is used. Motion to make the changes to the 2024 budget amendments made by Wolff, seconded by Lutgen. All yes, carried.
19. Review and Discuss October Budget Comparison and Treasurer's Report:
The reports were reviewed.
20. Review, Discussion, and Approval of Credit Card Bills, Voucher Numbers 2982 through 3243 and Check Numbers 150373 through 150805 dated 10/10/2024 to 11/12/2024.
Motion to approve the vouchers and issue the checks and credit cards made by Wolff, seconded by Erickson. All yes, carried.
21. Closed Session Closed Session per WI State Statute 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Employee Evaluations:

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Motion to go into closed session at 1:34pm made by Lutgen, seconded by Lauer. Roll Call, All yes.
Carried.

22. Return to Open Session to Report any Action Necessary:

Motion to return to open session at 2:34 made by Lutgen, seconded by Krall. Roll Call. All yes.
Carried. No action taken.

23. Adjournment:

Wolff adjourned the meeting at 2:34pm.

Approved: December 17, 2024

Respectfully submitted
Christan Brandt, County Clerk