

IRON COUNTY FINANCE COMMITTEE

Meeting Minutes for April 15, 2025

Approved

1. Meeting called to order:
The meeting was called to order at noon in the County Board Room.
2. Pledge of Allegiance:
Pledge recited.
3. Roll call taken:
Present: Youngs, Krall, Wolff, Lutgen, Lauer. Absent Erickson.
4. Acknowledge that the meeting was properly noticed and posted:
The clerk certified it was properly noticed.
5. Approve minutes of March 18, 2025 as presented:
Motion to approve the minutes with three changes made by Lauer, seconded by Krall. Carried.
6. Administrative Coordinator's Report:
Lutgen explained some of the changes and improvements that have taken place and presented a new financial report for the committee to review.
7. Clerk/Chair Report:
Wolff thanked Lutgen for her work.
8. Public comment pursuant to Resolution #2341:
None.
9. Discuss/Action on clarification of part of the Courthouse Holiday/Personal Time off hours:
Youngs explained that the calculation was done incorrectly on some of the courthouse staff for when a holiday falls on a Friday. To correct this, we either need to give them more personal hours to use at another time or have them take off 5 hours the day before the Friday, this would follow what Highway and Forestry do now. The committee agreed to keep it the same as highway and forestry.
10. Discuss/Action Resolution 2025-4001 Approve Iron County Non-Metallic Site Maintenance Reclamation Fund Reserve:
WHEREAS, the Iron County owns multiple non-metallic mining sites throughout the County on County properties and County Forest lands; and
WHEREAS, Wisconsin Department of Natural Resources requires that these sites have an approved reclamation plan; and
WHEREAS, County Forest Law, Wis. Stats. 28.11, allows materials from these sites to be utilized for public projects including use by local municipalities; and
WHEREAS, in September 2019 the Iron County Highway Committee and in October 2019 the Iron County Forestry Committee authorized the creation of accounts to support recording expenses and revenues for the establishment and reclamation of existing sites and to potentially purchase other lands; and
WHEREAS, the Iron County Highway Committee and the Iron County Forestry Committee established a fee of \$1.00 per yard for material removed and \$0.50 per yard for reclamation, to be reviewed as necessary; and
NOW THEREFORE BE IT RESOLVED: Iron County will segregate the accumulated total of \$116,287.60 from the general fund balance to a Non-Metallic Mining Site Maintenance / Reclamation Fund during the 2024 audit and continue to collect fees and record these entries

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thereafter to be spent for the purpose of ongoing gravel pit establishment, reclamation, and land purchases.

THEREFORE BE IT FURTHER RESOLVED: The Iron County Forestry Department will maintain a detailed record of all transactions within the account.

Motion to approve Resolution 2025-4001 made by Lauer, seconded by Krall. Carried.

11. Discuss 2025 Capital Improvement Summary:

Wolff reviewed the handout he presented to make sure everyone was on the same page with the Capital fund budget as a lot of changes were made in the beginning of the year.

12. Discuss/Action to approve Job Description for Deputy Deeds:

Motion to approve the Deputy Register of Deeds job description made by Krall, seconded by Lauer. Carried.

13. Discuss/Action to update Job Description for Float Social Worker I, II, III or IV:

Motion to approve the updates made by Lauer, seconded by Krall. Carried.

14. Discuss/Action Hiring County Manager Position:

Wolff stated that he was the one who worked on the job description. Wolff did not want to read the full description but noted the summary pretty much summed up the job. Summary: This position is the chief administrative officer for Iron County Government, created pursuant to Wisconsin State Statute 59.19. The County Manager will provide leadership and direction to the County for strategic planning, goal setting, budgeting, financial reporting, forecasting, IT, insurance, payroll and benefit administration as well as exercise considerable initiative and judgment collaborating with department managers to accomplish goals and objectives and maintain county standards. The position works independently under the direction of the Iron County Board, principally through the county board chairperson and finance committee. Wolff stated the County Board will need to determine if they want to hire this new position if the committee agreed to recommend it. Motion to recommend to the full County Board to Hire a County Manager made by Youngs, seconded by Lauer. Carried.

15. Discuss/Action County Manager Job Description and Advertising:

Wolff noted that he wrote up two ads, one lengthy and one shorter version of the Job description for the paper and internet. It will be sent to the local papers (the Miner and Globe), Indeed, WCA, Wis Jobs and the County Department Heads so that they can send out to their contacts.

16. Discuss/Action Carbon Credit Revenue Funds:

Wolff discussed the Carbon Credit Revenue and how a million dollars was used to pay down the debt of the Saxon Harbor Loan. \$500,000 was set aside and he suggested that they still wait on how to spend those funds as it may be something that we use to get the County Manager up and going.

17. Review and Discuss Treasurers Report and March Budget Comparison:

Reviewed Treasurers Report.

18. Review, Discussion, and Approval of Credit Card Bills, Voucher Numbers 864 through 1184 and Check Numbers 152191 through 152550 dated 3/11/2025 to 4/10/2025:

Motion to approve the Vouchers and issue the checks made by Youngs, seconded by Krall. Carried

19. Adjournment:

Wolff adjourned the meeting at 1:15pm.

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Approved: 5/20/2025

Christan Brandt, County Clerk