



## HUMAN RESOURCES, FINANCE, & PROPERTY COMMITTEE MEETING AGENDA WITH MINUTES

Date & Time of Meeting: **Tuesday, May 24, 2022, 3:00 P.M.**

Meeting Location: **WebEx/ Courthouse Assembly Room, 500 Forest Street, Wausau WI**

Committee Members:

John Robinson	Present
Alyson Leahy	Present
Kurt Gibbs	Present
Gayle Marshall	WebEx
Kody Hart	Present
Ann Lemmer	Present
Yee Leng Xiong	Absent

Staff Present: Lance Leonhard, Kristi Palmer, Kim Trueblood, Connie Beyersdorff, Dean Stratz, Terry Kaiser, Molly Adzic, Dejan Adzic, Sam Krasowski

Others Present: None

### Call Meeting to Order

- 1. Pledge of Allegiance**
- 2. Public Comment:** None
- 3. Policy Issues Discussion and Potential Committee Determination:** None
- 4. Operational Functions required by Statute, Ordinance, or Resolution:**

#### **A. Discussion and Possible Action by HRFC:**

#### **B. Discussion and Possible Action by HRFC to Forward to County Board for Consideration**

Finance Director, Kristi Palmer, gave an overview of the bidding that took place this morning on the bonds. Kristin Hanson, investment director at PFM, went through the Day of Sale presentation. The bond amount was able to be reduced. All the relevant information is included in the packet for the meeting. Questions were asked and answered

regarding the impact of failing to pass these borrowing resolutions at the full board. Administrator Leonhard also addressed the rating of Marathon County related to other counties in Wisconsin.

- 1. Resolution Awarding the Sale Of \$24,165,000 General Obligation Capital Improvement Bonds, Series 2022A**

Motion by Gibbs, Second by Lemmer to award the sale of \$23,915,000 General Obligation Bonds to FHN Financial Capital Markets. Motion carried on a voice vote unanimously.

- 2. Resolution Awarding the Sale Of \$19,225,000 General Obligation Health Care Project Building Bonds, Series 2022B**

Motion by Gibbs, Second by Hart to award the sale of \$19,225,000 General Obligation Bonds to FHN Financial Capital Markets. Motion carried on a voice vote, unanimously.

#### **5. Educational Presentations and Committee Discussion**

##### **A. The Process for the Issuance of General Obligation Debt and Continuing Disclosure**

See 4B above – this item was discussed earlier in the agenda. Kristi Palmer did an overview of continuing disclosure and what that entails.

##### **B. Committee Reporting Relationships Overview – Administrator Leonhard gave an overview of the**

reporting relationships between the HRFC and the departments below. He mentioned the specific statutes that relate to each of the elected department heads and their responsibilities. Chair Robinson

explained why the HRFC is scheduled to meet twice monthly.

1. Clerk's Office – County Clerk Kim Trueblood summarized some of the things that are going on in the Clerk's office related to staffing, elections, and taking over the minutes and agendas for six of the standing committees.
  2. Treasurer's Office – County Treasurer Connie Beyersdorff gave the committee an overview of her responsibilities and how those are carried out in her office. They are currently working with the assessors to do the annual review and open book process.
  3. Register of Deeds – Dean Stratz talked about how busy his office has been over the last couple of years. They have been able to complete some updates that allow them to work more efficiently.
  4. Corporation Counsel – Deputy Corporation Counsel Dejan Adzic spoke about what the office does regarding providing legal services to County departments and the County Board. They also administer several intergovernmental agreements, and several other statutorily required legal services for the County and for North Central Health Care.
  5. Facilities & Capital Management – Director Terry Kaiser talked about what his department does and the projects he oversees. Funding for the NCHC campus is one of their main priorities. The department is able to do most remodeling and maintenance in-house, which is a significant cost savings to the County. Chair Robinson asked Terry to work through the process he uses to address and prioritize capital improvement needs and deferred maintenance since the CIP Committee is no longer in place. Administrator Leonhard also addressed the move from the CIP process to the 5-year and 1-year capital plan process that is being adopted currently.
  6. Finance Department – Finance Director Kristi Palmer gave an overview of what her department does and the various departments they interface with on a regular basis. She talked about the Workday ERP implementation and how much that will increase the efficiency of the County related to budgeting and capital management. Administrator Leonhard expanded on some of those functions as well.
  7. Employee Resources Department – Department Director Molly Adzic talked about what the ER Department does and where their work is focused. Recruiting and retaining employees continues to be a major focus. They are also closely working on the ERP software rollout, Workday. The Department is also currently involved in a comprehensive wage and class comp study, which should greatly improve the ability to recruit and retain staff.
- C. Review of Committee Workplan from last term – Chair Robinson referenced the workplan document in the packet, both as an introduction and a challenge in forming the list for the upcoming term. Reminder of the need to consider ARPA funding in the workplan going forward.
- 6. Next Meeting Time, Location, Announcements and Agenda Items:**
- A. Committee members are asked to bring ideas for future discussion – Chair Gibbs mentioned the ongoing planning and work that will need to be done relative to the funds received from the opioid settlement. WCA is holding discussions related to some options that are available. This topic will be the subject of a future meeting.
  - B. Next Scheduled Meeting June 8, 2022 at 3:00 p.m.
- 7. Adjournment** – Motion by Gibbs, Second by Hart to adjourn. Motion carried on a voice vote, unanimously. Meeting adjourned at 4:50 p.m.

Minutes prepared by Kim Trueblood, Marathon County Clerk