

**FINANCE AND HUMAN RESOURCES COMMITTEE MEETING**  
**May 6, 2020**

PURSUANT TO THE RACINE COUNTY EXECUTIVE'S  
ADMINISTRATIVE ORDER DATED MARCH 26, 2020, THE MEETING  
WILL BE HELD VIA PHONE CONFERENCING AND NO PERSONAL  
GATHERING WILL TAKE PLACE.

Meeting attended by: Chairman Miller, Supervisors Shakoor II, Demske, Clark, Trottier and Wisch, Youth Representative Eifert, Trujillo, Newell, County Executive Jonathan Delagrave, Supervisor Kramer, Finance Director Brian Nelson, Finance and Budget Manager Kris Tapp, Human Resources Director Karen Galbraith, County Treasurer Jeff Latus, Highways and Parks Superintendent Dave Prott, Corp Counsel Michael Lanzdorf, Captain Daniel Adams, HSD Fiscal Manager Gwen Zimmer, Project Manager Liam Doherty, Robert Leuty and Matt Slowiski from DANA Investments, and Carolyn Engel RCEDC.

Excused: Supervisor Pringle

**Agenda Item #1 – Convene Meeting.**

Meeting Called to Order at 5:00pm by Chairman Miller.

**Agenda Item #2 – Youth in Governance/Comments.**

Youth in Governance statement was read by Youth Representative Eifert.

**Agenda Item #3 – Public Comments.**

None.

**Agenda Item #4 – Approval of Minutes from the April 1, 2020 committee meeting.**

**Action:** Approve the minutes from the April 1, 2020 meeting. **Motion Passed.** Moved: Supervisor Shakoor. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #5 – Approval of Minutes from the April 14, 2020 committee meeting.**

**Action:** Approve the minutes from the April 14, 2020 meeting. **Motion Passed.** Moved: Supervisor Shakoor. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

**Agenda Item #6 – Racine County Economic Development Corp – Carolyn Engel – Status of the Racine County Matching Grant Program Quarter 1, 2020 - Action of the Committee Only.**

**Action:** Receive and file. **Motion Passed.** Moved: Supervisor Shakoor. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #7 – County Treasurer – Jeffrey Latus – Sale of 2 in Rem Properties Parcel # 006-032021631000 – Lincoln Avenue and Parcel # 006-032021632000 – Columbus Avenue – Action of the Committee Only.**

**Action:** Approve the sale of 2 in Rem Properties Parcel # 006-032021631000 – Lincoln Avenue and Parcel # 006-032021632000– Columbus Avenue. **Motion Passed.** Moved: Supervisor Clark. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #8 – Finance Department – Brian Nelson – Racine County Sale Results of the 2020 General Obligation Bonds – no action of the Committee.**

**Action:** Requested that results shared with full County Board.

**Agenda Item #9 – Finance Department – Brian Nelson – Racine County 1st Quarter 2020 Investment Report (Staff from DANA Investments will be available to discuss the materials – 2020 - Report.**

**Action:** Receive and file. **Motion Passed.** Moved: Supervisor Shakoor. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #10 – Finance Department – Brian Nelson - Racine County 1st Quarter Donation Report – 2020 – Report.**

**Action:** Receive and file. **Motion Passed.** Moved: Supervisor Shakoor. Seconded: Supervisor Demske. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #11 – Finance Department – Brian Nelson - Encumbrance of 2019 funds into 2020 Budget – 2020 – Resolution – Action Requested: 1st & 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st & 2nd Reading at the May 12, 2020 County Board Meeting. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #12 – County Executive – Authorize the capital budget project Digital Divide, Transfer of \$50,000 from Contingent Fund 2020 Budget to Capital Projects 2020 Budget and transfer of \$100,000 within the Capital Projects 2020 Budget – 2020 – Resolution – Action Requested: 1<sup>st</sup> Reading at the may 12, 2020 County Board Meeting.**

**Action:** 1st Reading at the May 12, 2020 County Board Meeting. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #13– Transfers:**

**a) Sheriff’s Office – Sheriffs Christopher Schmaling - Movement of 1 FTE Investigator from Metro Drug to Criminal Investigative Bureau and transfer of \$105,131 from the Sheriff Metro Drug – Co 2020 Budget to the Sheriff’s Office 2020 Budget – 2020 – Resolution – Action requested: 1st Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st Reading at the May 12, 2020 County Board Meeting. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

**b) Sheriff’s Office – Sheriff Christopher Schmaling – Acceptance of a Wisconsin Department of Justice division of Law Enforcement Service – SEADOG grant in the amount of \$24,906 and transfer of funds within the Metro Drug 2020 Budget – 2020 - Resolution – Action requested: 1st Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st Reading at the May 12, 2020 County Board Meeting. **Motion Passed.** Moved: Supervisor Clark. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

**c) Finance – Transfer of \$69,936 from Information Technologies 2019 Budget to Capital project for project authorized in Resolution 2019-46 – 2019 – Resolution – Action Requested: 1st and 2nd Reading at the May 12, 2020 County board Meeting.**

**Action:** 1st and 2nd Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**d) Public Works – Parks – Dave Prott – Authorize capital project - Emergency Procurement - Repairs to Sanders Park Pavilion – Transfer of \$53,777 within the 2019 Capital Projects Budget – 2019 – Resolution – Action Requested: 1st and 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st and 2nd Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**e) BFM – Authorizing capital project – Emergency Procurement – Elevator Repair to Racine County Dennis Kornwolf Service Center – Transfer of \$79,000 within the 2019 Capital Projects Budget – 2019 - Resolution – Action Requested: 1st and 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st and 2nd Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**f) BFM - Authorizing capital project – Emergency Procurement – Install New Jail Kitchen Grease Interceptor – Transfer of \$ within the 2019 Capital Projects Budget – 2019 - Resolution – Action Requested: 1st Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Demske. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**g) Public Works – Parks - Authorize Capital Project – Design Services for Quarry Lake Park Beach House and Transfer of \$100,000 within the 2020 Capital Projects Budget – 2020 – Resolution – Action Requested: 1st Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**h) Finance Department– Brian Nelson – Transfer of funds within Various Departments in the General Fund to close the 2019 year and Transfer of \$500,000 from the General Fund 2019 Budget to the Human Services 2019 Budget – 2019 – Resolution – Action Requested: 1st & 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**h) Finance Department– Brian Nelson – Transfer of funds within Various Departments in the General Fund to close the 2019 year and Transfer of \$500,000 from the General Fund 2019 Budget to the Human Services 2019 Budget – 2019 – Resolution – Action Requested: 1st & 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st and 2<sup>nd</sup> Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Shakoor.  
Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**i) Human Services – Hope Otto – Transfer of funds within the Human Service Department 2019 Budget , transfer of funds within the Health Services 2019 Budget and Transfer of \$354,128 from the Human Services Department 2019 budget to the Health Services 2019 budget to close the 2019 year – 2019 – Resolution – Action Requested: 1st & 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st and 2<sup>nd</sup> Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Shakoor.  
Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**j) Finance Department – Brian Nelson – Transfer of funds within the 2019 Debt Service to close the 2019 year – 2019 – Resolution – Action Requested: 1st & 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st and 2<sup>nd</sup> Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Shakoor.  
Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**k) Finance Department – Brian Nelson – Transfer of funds within the 2019 Capital Projects Funds to close the 2019 year – 2019 – Resolution – Action Requested: 1st & 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st and 2<sup>nd</sup> Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Shakoor.  
Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**l) Finance Department – Brian Nelson – Transfer of funds within the FOXCONN Orgs to close the 2019 year – 2019 – Resolution – Action Requested: 1st & 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st and 2<sup>nd</sup> Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Shakoor.  
Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**m) Finance Department – Brian Nelson – Transfer of funds within the County Highway Trunk to close the 2019 year – 2019 – Resolution – Action Requested: 1st & 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st and 2<sup>nd</sup> Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Shakoor.  
Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**n) Finance Department – Brian Nelson – Transfer of funds within the Highway Fleet fund to close the 2019 year – 2019 – Resolution – Action Requested: 1st & 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1<sup>st</sup> and 2<sup>nd</sup> Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Shakoor.  
Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**o) Finance Department – Brian Nelson – Transfer of funds within the Highway Billable fund to close the 2019 year – 2019 – Resolution – Action Requested: 1st & 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1st Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Shakoor. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**p) Finance Department – Brian Nelson – Transfer of \$203,014 from Fleet 2019 Budget to Debt Service 2019 Budget and transfer of \$5,638 from Capital Projects 2019 budget to Debt Service 2019 Budget for completed projects funded by Bonds – 2019 – Resolution – Action Requested: 1st & 2nd Reading at the May 12, 2020 County Board Meeting.**

**Action:** 1<sup>st</sup> and 2<sup>nd</sup> Reading at the May 12, 2020 County board Meeting. **Motion Passed.** Moved: Supervisor Shakoor. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #14 – Communications & Report Referrals from the County Board.**

**Action:** Receive and file items a - c. **Motion Passed.** Moved: Supervisor Shakoor. Seconded: Supervisor Wisch. Vote: All Ayes No Nays.

**Agenda Item #15 – Staff Report – No Action Items.**

- a) Finance & Human Resources Committee – Next Meeting will be May 20, 2020.
- b) Finance & Human Resources Committee – Information for new Committee members
  - 1. Calendar for 2020 Meeting Calendar
  - 2. AP Check run approval process
  - 3. Quarterly Reports to the Committee – Investment and Donations

**Agenda Item #16– Adjournment.**

**Action:** Adjourn meeting at 6:52pm. **Motion Passed.** Moved: Supervisor Shakoor. Seconded: Supervisor Wisch. Youth Representative Vote: All Aye No Nays. Advisory Vote: All Ayes No Nays.