

MINUTES
Trempealeau County Executive/Finance Committee
January 5, 2010

Committee Chair Dick Miller called the meeting to order at 8:37 a.m. in the Packer Room of the Courthouse in Whitehall, Wisconsin.

Committee Members present:

Wally Geske
Dick Miller
Sheree Nelson
Barbara Semb
Douglas Winters

Jami Kabus
Paul Syverson
Cindy Currier
Rob Wyss
Bobbie Guthrie
Arild Engeliem

Others in attendance:

Mary Martin
Jeri Marsolek
Laurie Halama
Jeff McIntyre
Deloras Vind
Geraldine Van Tassel
Jon Zander
Martin Goettl
Rich Anderson
Ashley Short
Ernest Vold
Cheryl Rhoda

The Chair declared that the open meeting law requirements were met.

Motion by Wally Geske and seconded by Douglas Winters to adopt the 13 item amended agenda. Motion carried unanimously.

Barbara Semb made a motion and Sheree Nelson seconded approving the December minutes. Motion carried unanimously.

County Sales Tax

The committee reviewed the monthly hand out and noted that we are up again this month. No action taken.

General Fund Update

The committee reviewed the monthly hand out. No action taken.

Department Updates/Requests

District Attorney – Grant – Jeri Marsolek presented a resolution requesting that surplus revenue from 2009 in the restitution surcharge account and from copy reimbursements be rolled over into the 2010 budget. She also asked that any future surplus in these areas be rolled over to help fund the coordinator position being created. Jeri said in the future, people will have to pay a fee to enter into a contract to be in the Diversion program which will also help pay for the program. She would like to start using the revenues to start building up a balance to help cover the wages after the completion in three years. Jeri said she hopes to divert at least 100 people a year from a criminal conviction by putting them on the agreement. This program is only for non violent misdemeanors and it could require counseling, rehab and/or community service. Jeri said she already has an extra computer and phone line for the state, in place. Dick Miller requested that this committee be kept informed as she proceeds with the grant and the entire process. **Wally Geske made a motion to approve the resolution presented and Sheree Nelson seconded it. Motion carried unanimously.**

UW Extension – Boys and Girls Club Carryover Funds Request – Paul spoke on their behalf. They budgeted \$1200 in 2009 and they would like to carryover in to 2010 \$1,177 of that. Megan has been making changes in the program and getting input from teachers. They are now considering offering to pay some travel expenses that the schools can no longer afford. There was discussion on talking to their committee for possibly changing the name of the program as it gets confused with the Boys and Girls Club through Human Services. The programs that this group focuses on are more youth education and environmental programs. **Sheree Nelson made a motion to accept the resolution as presented and Barbara Semb seconded it. Motion carried unanimously.**

Human Services - 2010- 2012 Aging Plan and Contract – Jeff said every year a plan is submitted to the state. This year he only needs to change one page in the plan which is on the organizational chart. He said

they are going forward working towards a merger. There is a concern about co-mingling funds between Senior Services and Human Services. Jeff said the state wants to see separation of adult and children services and supervising. No action was taken.

Highway Department – County Road J - Jim did not attend the meeting as he had no new updates for the committee.

Land Records – 2009 Budget – Martin said he has a surplus in some of his 2009 accounts resulting from a lack of a position being filled all year and having an employee going from a family health insurance plan to a single plan. Also his mileage account has a surplus because he used the Emergency management vehicle and saved over \$1,000. He would like the excess money rolled over into his 2010 budget and he would also like to change the rollover procedure. He has a specific project he is working on with the Health Department and Land Management that the excess money could be used towards. Dick Miller asked for break down of the project and Martin said he would pull the information and diagrams together to explain the project. Dick is concerned that a lot of departments want to keep their excess money from budget year to another and he needs to have more information as to why it should not go back to the general fund. Martin's plan is to help the two offices by eliminating duplication of work and having an easier computer system for all offices to work with. Martin will present something for the committee next month but the presentation will depend on the vendor they go with.

Treasurer – Work Comp Checking Account – Laurie Halama said now that we are going self insured, the third party insurance company wants a separate checking account. Laurie said she will be the one reconciling it each month and overseeing it. The company originally wanted to take control of the account. Their only concern doing it this way is the timeliness to checks to the recipients. Laurie and Jami both feel it should not be problem and they will work closely to make the payments as needed. **Barbara Semb made a motion to approve the setting up of the checking account for work comp and Sheree Nelson seconded it. Motion carried unanimously.**

At 9:30 a.m. the Executive/Finance Committee met jointly with the Commission on Aging and Transportation Committee.

At 10:02 a.m. the Executive/Finance Committee reconvened from the joint meeting into regular session.

2010 Budget Implementation

Joanne Kulig-Gast had budgeted for specialized transportation for \$47,000+. There must be levy money attached to the County match, which is from the general fund for \$16,047. Jeff would like to present this to his committee on Thursday this week and then come back to this committee.

Personnel Requisitions

Jailer – Sheriff Anderson presented to the committee a need to fill a jailer position because of a retirement. He has an eligibility list to go off of. Sheree Nelson asked how you get on the "list". Rich explained that they advertise in local papers and Wile.net for an eligibility list. They keep the applications on file for one year. Discussion was held regarding applications that are received in between vacancies and contacting applicants. The committee is concerned about hiring only off the list and not advertising each time. **Doug Winters made a motion to approve filling the jailer position and Dick Miller seconded it. Motion carried unanimously.**

Human Services Clerk - Jeff McIntyre presented a Clerk III position to the committee to be filled as he has a retirement in his office soon. Para professional union members can post into the position. Sheree Nelson asked about the three different clerk levels. Jeff explained more details about the responsibilities of the position. **Barbara Semb made a motion to have Jeff continue posting the position to fill it and Sheree Nelson seconded it. Motion carried unanimously.**

WIC Nutrition Assistant – Sherry Rhoda and Ashley Short spoke on this position. They said it is completely funded by federal money and there is no tax levy dollars. The translator for WIC was laid off so 25% of her wages are still unused. The position in question would do blood draws, heights and weights and teach about

breast feeding. They feel they are not meeting the needs of Trempealeau County if a translator is not part of it. The more people that participate in the program, the more funding we get. Barbara Semb would like to see the wording changed to say “up to 24 hours” in case funding is cut, then the position could cut its hours as well. Sheree Nelson feels that money is just being re-allocated somewhere else and we are defeating what we acted on at budget time. Paul explained how he adjusted the budget. We would have to add it back in. We would have to see where Carol was charged to as WIC did not flow from Kate to Carol in the budget process. **Wally Geske made a motion to accept the wording of “up to 24 hours” and Barbara Semb seconded it.** Sheree Nelson asked if someone currently employed can fulfill this need. Sheree Nelson said it is just creative accounting. Sherry Rhoda said they are looking for other avenues to provide the required services. Sheree Nelson is worried we are negating what we worked to do. Wally Geske said we gained a .6 position without adding levy money. Sheree Nelson asked again if someone currently on staff can do this after a consolidation. Sherry Rhoda explained that one person could not fit all the qualifications of the job, but has other job responsibilities. Jeff said we do have someone. **Motion carried 4 to 1 with the no vote being Sheree Nelson.**

County Board Rules

Ernest Vold feels that going through three committees to hire someone is too drawn out of a process. He feels Jami is doing a good job so the three committee rule is not necessary now. Deloras Vind questioned the limit of three times to address a subject at County Board by one supervisor. Barbara Semb said we are following Roberts Rules of Order. Douglas Winters questioned having to sign the ballot at the Highway Election. Dick Miller suggested we keep this item on each month to address items when and if necessary.

The next meeting was set for February 2nd at 8:30 a.m.

At 11:17 a.m. Chair Miller adjourned the meeting.

Douglas Winters
Secretary

Minutes submitted by
Mary Martin