

MINUTES
Trempealeau County Executive/Finance Committee
April 1, 2010

Committee Chair Dick Miller called the meeting to order at 3:01 p.m. in the Wisconsin Room of the Courthouse in Whitehall, Wisconsin.

Committee Members present:

Wally Geske
Dick Miller
Sheree Nelson
Barbara Semb
Douglas Winters

Others in attendance:

Jami Kabus	Mary Martin	Nick Gamroth
Paul Syverson	LaVerne Michalak	Jeff McIntyre
Renee Lyon	Jim Johnson	Laurie Halama
Jason Lockington	John Kimmel	Kelly Diebold
Terry Madden	Ashley Short	Sherry Rhoda

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

**Motion by Barbara Semb and seconded by Sheree Nelson to adopt the 16 item amended agenda.
Motion carried unanimously.**

**Motion made by Sheree Nelson and seconded by Barbara Semb to approve four sets of minutes.
Motion carried unanimously.**

County Sales Tax

We are down about \$5,000 from last year at this time but we also budgeted less for 2010. No action taken.

General Fund Update

The committee reviewed the monthly hand out. No changes made.

Highway Department

City of Arcadia County J/Main Street Intersection Funding – LaVerne drafted a proposed resolution for the Highway Committee which passed unanimously that states the County will contribute \$600,000 interest free for the County Road J project to the City of Arcadia with payment of \$200,000 in January 2011 and the remaining \$400,000 being paid out over the next six years from the Highway Equipment/Bituminous Account. Wally Geske said the interest would have totaled \$83,000 over the course of the loan but we were not interested in paying interest on our own money. Jim said the account is currently at about \$700,000 to \$800,000 but it was at \$2,500,000 when this was first brought up. Sheree Nelson asked if the prevailing wage would be an issue with that account. Jim said it could have a dramatic impact on it but not sure at this point. He said road construction and 2 inches of paving and over may qualify for prevailing wage but not seal coating as that is maintenance. Also only some positions qualify for prevailing wage. Jim had earlier worked up numbers to show the county's responsibility for their portion of the Highway J Project. He thought it was about \$230,000. John Kimmel from the City of Arcadia originally asked the County to contribute \$735,000 towards the project and Jim contacted the City's engineer who suggested \$1,000,000 on the County's part. John said the City would appreciate the \$600,000 discussed and would be comfortable with the County spreading the money out over six to seven years. He said doing a flat rate evenly over the time frame mentioned at approximately \$90,000 a year instead of a lump sum up front would be fine. Kimmel said it is important to support the County over private businesses like using the County's blacktop operations whenever possible and keeping the dollars local. To put things in perspective, Kimmel said that the City has spent \$11 million from 2005 to present and the State contributed \$2.5 million so he feels the City is not asking for a lot from the County to contribute \$600,000. He said all the real estate acquisitions, utilities and yard work has been completed. Rural Development said the County was not allowed to bid on a state contract so the County was not able to do the black topping for this project. Regarding the Bituminous account, Jim said he would like to

replace two plow trucks at a cost of about \$160,000 each. Dick Miller said we have a unique situation that may or may not set a precedent with helping the City pay for some of the project. The committee asked Jim what amount he wants to maintain that fund at a comfortable level for future and current needs. Paul ran numbers showing the balance of that account for the last six years (rounded): 2009 - \$799,000, 2008 - \$1,407,000, 2007 - \$1,264,000, 2006 - \$928,000, 2005 - \$1,019,000 and 2004 - \$1,225,000.

Douglas Winters made a motion that the County pay the City of Arcadia \$600,000 of equal payments over a seven year period, interest free and have this resolution go back to Highway Committee for approval as well and then it does not need to come back to this committee again if approved. Wally Geske seconded it. Kimmel said that 23% of the workforce in Arcadia lives within 10 miles of Arcadia. Dick Miller suggested to LaVerne that the third “whereas” in the resolution could possibly be enhanced in terms of economic importance. **Roll call vote taken; Geske – yes, Winters – yes, Nelson – no, Semb – yes and Miller – yes. Motion carried.** Sheree Nelson is not against the project she is against not having established the economic needs for the future for Jim’s account as she had asked.

ATV Trails – LaVerne said the Highway Department was approached by a private ATV club to be allowed to drive on some highways to get to other trails. The area in question at this time was by Pleasantville on County Road E, about 1- 2 miles. The club rides on a series of adjoining private land with permission and said that anyone can join their club even though it is private. LaVerne said there has been a standing rule that ATV’s can cross a road if there is a river to get a around. But there is “public purposing” which the government doesn’t spend money for personal use which in this case would require signage and maintenance of those signs regarding ATV’s on the road. The Highway Committee voted 3-2 to proceed with an ordinance to allow highway travel. LaVerne thought the Executive/Finance Committee should take consideration on this issue. The DNR does not feel ATVs on the roadway is the intent of use. **Barbara Semb made a motion that from the legal advice and public safety information provided by LaVerne and the DNR that we do not pursue this any further. Wally Geske seconded it. Motion carried unanimously.**

County Meal Reimbursement

Paul gave a handout showing more than half the counties and how they reimburse for meals. **Wally Geske made a motion to keep the meals as is. Douglas Winters seconded it. Motion carried unanimously.**

Real Property Lister

Nick reported that all assessors received their information by February 3rd this year. 25 of the 26 municipalities received their data electronically. One needed everything printed and three others needed additional items printed by Nick. The townships of Albion, Lincoln and Unity are doing revaluations this year. Nick has been working with the DNR Forester on parcels with ownership exchange involving managed forest land which will save them a lot of time going through records. The Department of Revenue and Nick send information electronically periodically back and forth to help keep information updated more often. He said he was allowed to budget for training this year and will attend classes in May. April 19th Nick will move into the ADRC room which will allow more room for him and leave more room in the Land Records Department. For County Wide Assessing Nick gave two handouts and would like to be put back on the May agenda as he will be attending April meetings that will provide him more information to bring back to the County in May. The Department of Revenue is presenting a proposal to establish a consortium for their plan of assessment reform. They hope to weed out the bad assessors but Sheree Nelson has seen the information and feels it is worse than the first proposal by the state, that was defeated. Nick thinks the program would be funded by increasing transfer taxes. The committee will wait until the May meeting before making any recommendation.

Department Updates/Requests

Human Services – COP Risk Reserve Designation – Jeff said that money that came from the state went into an account for high cost durable medical equipment if needed. When the WWC came along, the County asked the state if that money had to go to the WWC but the state told the County to spend it on people who are still on the County's programs. The current balance in that account is \$130,252.10. Jeff said this committee set aside \$5160 for mental health services for the jail and \$3,400 for vehicle maintenance. The COP Reserve balance will be \$14,846.85 which leaves a total of \$106,845.25 to go to the general fund. Since this money did not get taken out of the COP fund when they thought it would, Jeff will need to talk to his auditors regarding their 2008 audit. It was an accounting error that needs to be corrected. After some searching it was found that the regular annual audit was correct and Jeff will notify the state that the Human Services audit will be corrected. **Barbara Semb made a motion to allow Jeff to take the \$5,160 for jail mental health and create a line item for it and keep the \$14,846.85 in the COP Reserve as a balance with the remaining \$106,845.25 being transferred to the general fund. Dick Miller seconded it. Motion carried unanimously.**

Tax Delinquent Properties – LaVerne said in October they foreclosed on 42 properties but 14 of those redeemed the property by paying the back taxes owed. About two weeks ago the County became owners of 27 properties appraised at \$362,900 which LaVerne feels is valued very high. In one case he discovered that trees are through the roof on a property assessed at \$36,900 but LaVerne figured its worth closer to \$2,000. Laurie and LaVerne feel some properties may require eviction. Inspection of the properties may be needed and some buildings may need to be secured. There are discrepancies as to the Assessor's information; for example buildings that are included in the assessed value but do not actually exist, buildings located on the neighboring property, or properties assessed in the wrong municipality. LaVerne asked if the County staff, such as maintenance, could help with changing locks on these properties. The committee recommended asking Bruce for assistance. The committee further discussed the foreclosure process and reviewed each property in detail. **Dick Miller made a motion and Wally Geske seconded to authorize Corp Council and the Treasurer to jointly continue the process to sell properties. Motion carried unanimously.** LaVerne said the County took title to a strip of land along US Highway 10 due to delinquent taxes. The parcel adjoins land owned by the Village of Strum. The Village would like to purchase it. It is flood plain real estate. **Motion was made by Barbara Semb and seconded by Douglas Winters to offer to sell parcel #30-368-0 to the Village of Strum for \$300. Roll call vote taken; motion carried unanimously.** Laurie handed out a sheet and requested an amendment to the tax deed to finalize expenses to sell the properties. **Barbara Semb made a motion to approve revenue and expense adjustments to the tax deed for the expenses of the sale of properties and to forward the resolution on to the full board. Sheree Nelson seconded it. Motion carried unanimously.**

Child Support – Purchases under Special Funding – Renee informed the committee that she received ARRA funds for 2010 totaling \$34,060 which must be used by the end of September of this year. She still has four feet of filing system that she has room for and could now purchase. The cost of this purchase would be \$4855.07 which needs committee approval. She listed overtime for \$16,436.27 to convert legal files to letter files and time to go through them to only keep pertinent information. Renee would like to get access to the statewide computer system in both courtrooms as this would be a tremendous help during court. She has wanted this in the past but now she can pay for it and reimburse Cindy for her time. She plans on attending a fall conference with four other people to attend. She also listed some office supplies and equipment that she would like to purchase with this money. **Barbara Semb made a motion to allow Renee to spend the ARRA funds as presented and in accordance with the state guidelines. Dick Miller seconded it. Motion carried unanimously.**

Employee Handbook

Jami went through the employee handbook to point out and explain recommended changes to language before approval by the full county board. **Motion was made by Barbara Semb to approve the handbook and forward to the full board as presented and Sheree Nelson seconded it. Motion carried unanimously.**

Personnel Requisitions

Nutrition Assistant – Jami said Personnel/Bargaining and the Board of Health have already approved this request. One Dietitian is reducing her schedule by eight hours each week however the WIC Assistant could cover those hours and duties. Increasing the assistant’s hours can enhance the program without raising tax dollars. **Douglas Winters made a motion to approve the request to change the WIC Assistant hours from “up to 24” to “24 to 40” and Sheree Nelson seconded it. Motion carried unanimously.**

Truck Driver/General Maintenance and Sign Person/General Maintenance for the Highway Department – Jim said these have been approved by the Highway Committee and Personnel/Bargaining Committee already and he would like to continue doing internal posting until he needs to hire from the outside. He said the Truck Driver position is about 20% levy funded and the Sign Person is about 5% levy funded. **Dick Miller made the motion to approve of the postings until hiring from the outside is necessary and Sheree Nelson seconded it. Motion carried unanimously.**

Closed Session per WI Stat. 19.85 (1) (c) to Consider Employment Performance Evaluation

This item was put on hold until the April 8th meeting.

The next meetings were set for April 8th at 3:00 p.m. and April 15th at 3:00 p.m.

At 8:15 p.m. Chair Miller adjourned the meeting.

Douglas Winters/mm
Secretary