

Trempealeau County Executive/Finance Meeting

Meeting called to order by Ernie Vold at 9:00 a.m. in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Monday, June 7th, 2010.

Board Members Present: Mark Smick, Dave Suchla, Ernie Vold, Doug Winters, Wally Geske

Staff Present: Jami Kabus, Mary Gullicksrud, Curt Johnson, Phil Borreson, Paul Syverson, Martin Goettl, Nick Gamroth, Cindy Carrier, LaVerne Michalek, Jon Zander, Rose Ottum, Jeff McIntyre

Notice was posted according to open meeting law requirements.

Adoption of Agenda – Motion/Second: Geske/Winters to adopt the presented agenda; Motion carried.

Minutes of Prior Executive/Finance Meeting – Motion/Second: Suchla/Winters to accept the minutes from the 5/10/2010 and 5/25/10 meeting with four corrections. Motion carried.

5. County Sales Tax Update

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

6. General Fund Update

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

7. Department Updates/Requests

A. Register of Deeds/Land Records – Rose Ottum / Martin Goettl

1) Act 314/Redaction/Non-Lapsing Fund Resolution

Ottum handed out a resolution discussed at the last E/F meeting for signatures. Resolution was reviewed by Corp Council and County Clerk. Resolution includes fees collected by the ROD office and redaction of social security numbers from electronic documents on the internet.

Motion/Second: Suchla/Geske to forward resolution to County Board. Motion carried.

B. Land Records – Martin Goettl

2) Establishment of a Land Information Council

Goettl shared background information of Act 314, Senate Bill 507, which includes changes to the Land Information office. In addition to establishing a Land Information office and a Land Records Modernization plan, which are already in place, County would have to establish an advisory council in order to collect fees. The statutes do not outline mandates on how the County uses the council. The council should be established prior to June 25, 2010. A minimum of 8 members are to be appointed. Ottum said this replaces the technical advisory committee.

Motion/Second: Geske/Suchla to forward a resolution to establish a council to meet once per year, but not more than bi-annually, not to exceed 13 members, with no per diem. Motion carried.

C. Health and Human Services – Jeff McIntyre

1) COP Risk Reserve

McIntyre explained COP Risk Reserve and the use for the funds. Proposing to have \$106,000 go back into the undesignated fund to help defray overage costs that may occur in the next couple budget years. Will need a resolution to move the funds. Wally said if this was in the general fund, this could be used anywhere in the County.

Motion/Second: Geske/ Winters \$106,000 be placed in the undesignated fund. Motion carried.

2) Human Services Fund Balance – no action taken

D. Real Property Lister – Nick Gamroth

1) County Wide Assessing

Gamroth updated the committee regarding the status of County-wide assessing. Handed out the latest proposal from the state and parcel spreadsheet of Villages, Cities and Townships. The latest proposal would establish assessing districts, rather than county-wide. Gamroth said that Winona County does county wide assessing currently. Suchla said he is not sure county-wide assessing is the most cost effective. Could have county wide assessors do what the assessors for townships do. Suchla expresses dissatisfaction with his current assessor and board of review experience. Geske concurred, saying equality and consistency is not possible with 1,800+ assessing districts in the state. Gamroth said there are issues at the State level regarding assessor certification, standards and enforcement. Gamroth discussed with the committee what municipalities were paying assessors during a maintenance year and last re-evaluation. Discussion continued. Gamroth is requesting permission to travel to Winona County to conduct additional research on their county-wide assessment process.

Motion/Second: Smick/Geske authorizing permission to travel to Winona, MN to research county-wide assessment. Motion carried.

E. Treasurer – Laurie Halama

1) Discontinue Payment in Full of Special Charges

Halama distributed a handout outlining a request to discontinue payment in full of special charges as part of the August settlement. The County is currently settling in full to the municipalities for any unpaid special charges, special taxes and delinquent utilities placed on the tax roll that remain unpaid at the time of the August settlement. Halama outlined how much in special charges are on the tax role. If the properties were to be foreclosed upon, municipalities would receive payment for the specials from the net proceeds of the sale of the property.

Motion/Second: Suchla/Winters to approve a resolution to discontinue payment in full of special charges as part of the August settlement . Motion carried.

2) Checking Account

UW-Ext has a checking account used for workshop supplies, payment to vendors immediately, etc. instead of using an employee's personal checking account and then requesting reimbursement. Halama said auditors have commented on reducing the number of checking account at the County. With only one staff member in this department now, there are no checks and balances anymore, although have always balanced each month.

Motion/Second: Suchla/Vold to continue status quo. Motion carried.

F. County Clerk

- 1) Ordinance Codification - Defer to next meeting.

8. Health Care Center – Phil Borreson

A. Financing of Health Care Center Projects

The TCHCC did hire financial consultant. Curt Johnson said they worked with Aylers and Associates. Distributed handouts of WI Board of Commissioners of Public Lands, resolution and projected composite payback on projects. Johnson went through the handouts and the financials of the project. Michalek had a resolution that would incorporate the State's requirements for the financing of the Health Care Center Projects. Johnson reviewed the paybacks of the project. Also working with a contact with the Focus on Energy at the State of WI and there are rebates available on this type of project. Looking for authorization to begin application process to the Board of Commissioners of Public land. Michalek said the state has some requirements, such as establishing the ability to repay the loan, and the county is authorizing the chairman and clerk to execute the paperwork necessary. **Motion/Second: Suchla/Geske to forward the resolution to finance the TCHCC projects to full county board. Motion carried.**

B. Real Estate Purchase for Adult Family Home

Phil Borreson handed out a Resolution to purchase real estate at the Pigeon Falls Health Care Center and copy of tax bill for the property, which had been discussed at previous committee meeting. The purchase price is \$68,300. The option to purchase has been accepted. Have not had an appraisal done yet, but will be done before the county board meeting on 6/21/2010. **Motion/Second: Suchla/ Smick to approve purchase of property. Motion carried.**

C. Purchase of Land at Pigeon Falls Health Care Center

Phil Borreson distributed a resolution for the real estate purchase for Adult Family home. It is three lots with city water and sewer. The purchase price is for \$28,500. **Motion/Second: Suchla/Winters to approve the purchase of the land for \$28,500. Motion carried.**

9. Smoking Ordinance

Michalek said the Law Enforcement committee approved the idea of adopting a smoking ordinance. A draft would be brought back to the Board at the July meeting. E/F typically reviews ordinances that come to them and forward to the County Board. Michalek is looking for input from E/F committee. The resolution would be to adopt by reference, the state law that is going into effect July 5, 2010. It would allow the revenue from any citations to be shared by the County, rather than the state. Discussion continued regarding the enforceability of a smoking ordinance. Will bring back a resolution at the next meeting.

10. Hiring Freeze

Geske is suggesting a freeze due to the condition of the economy. He would like to see a freeze on hiring until the economic conditions improve and to send a message. Vold and Suchla agreed a freeze is a good idea, but that there could be some problems with a freeze that would potentially come up but can take care of them when they surface. Smick is supportive of a freeze but would like to see the option to address staffing needs that would be able to hire if needed. Michalek said a resolution similar to this idea was passed in the past and did not last long, because of some problems such as only one

person doing the job, no one else to do the job or statutory requirements for staffing. The current recruitment policy ultimately took the place of the hiring freeze, which requires approval of three committees. Michalek said a resolution would have to be drafted to outline the meaning of the freeze. Suchla said this is a resolution just for E/F committee, not for the County Board. Smick said if we do it as a full county board it could gain publicity and we could use some positive PR. Geske would like to see it taken to full county board to see if the other board members would support the committee.

Motion/Second: Suchla/Winters to forward a hiring freeze resolution to the full county board, with Geske and Michalek preparing the resolution. Motion carried.

11. Personnel Requisitions

A. Health Supervisor/Health Officer

Reviewed with the committee the process and status of this position as to the committees that it has gone through for approval.

Motion/Second: Suchla/Geske to approve and forward resolution to County Board. Motion carried.

12. Courthouse "Wi Fi" Connectivity

Smick would like to see WI FI connection availability in areas of the Courthouse. Cindy Currier was going to put it into 2011 budget and gave examples of when WI FI connection would be advantageous. Currier distributed a handout of cost of connection. Labor would be done in-house. This would be proposed as a separate firewall. Currier explained how wireless would work and connectivity problems that may occur in the courthouse building. Further discussion on connection possibilities to the meeting rooms. No action taken, to be discussed further at next meeting.

13. 2011 Budget Estimates/Income & Expenditures

Smick said that agenda items #13 & 14 are connected. Would like to know when we are going to get started on the budgeting process for 2011 and how do we do it? He distributed a handout from UW-Ext. regarding County Budget changes over a 10 year timeframe. He would like to see each department to do a 10 year reflection of fiscal experience, both expenses and revenue. Smick also referenced the Virchow Kraus prioritization document. Smick said accurate comparables to evaluate fiscal management is needed and who is going to do that? Further discussion on comparisons and budgeting process. Smick said each department should be able to compile their own comparables. Suchla said it would not be objective. Geske said this is why E/F and County Board are so involved the budgeting process. The committee said when budget requests are submitted, each standing committee will be responsible for their including their department's comparables. Geske said to use the arbitrator's list of comparables.

14. 5-10 Year Departmental Income & Expenditure Summary

Discussed concurrently with agenda item #13

15. Set Date for Next Meeting - July 12, 2010 at 9:00 am

16. Adjourn Vold adjourned at 11:57 am

Submitted, Mark Smick, Secretary/jk