

## Trempealeau County Executive/Finance Meeting

Meeting called to order by Chairman Ernie Vold at 9:00 a.m. in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Monday, August 9<sup>th</sup>, 2010.

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

**Others Present:** Paul Syverson, Jami Kabus, Jeff McIntyre, Sherry Rhoda, Bobbi Guthrie, LaVerne Michalak, Cindy Currier, Renee Lyon, James Bonneville-Municipal Code, Olin Fimreite, Angie Sylla

Notice was posted according to open meeting law requirements.

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

**Minutes of Prior Executive/Finance Meeting – Smick had questions on a follow-up process on issues.**

**Motion/Second: Winters/Suchla to accept the minutes from the meeting. Motion carried.**

5. County Sales Tax Update - Up from last year, just short from two years ago.
6. General Fund Update – No changes from last month. Auditors are done and exit conference will be at September meeting.
7. Department Updates/Requests
  - A. Health & Human Services – Jeff McIntyre\*
    - i. Human Service Fund Balance

McIntyre presented a resolution to the Committee. McIntyre reviewed the history of the fund, examples of what it could be used for and has come to E/F to present a resolution to increase an undesignated fund up to \$400K. Passed by HHS board the previous week and forwarded to the E/F committee. Smick asked for a definition of what an undesignated fund is and how it differs from a contingency fund and a slush fund. Geske asked if an undesignated fund permits more money to be spent, McIntyre said only if the County Board approves it.

**Motion/Second: Winters/Smick to move resolution to county board. Motion carried.**

- ii. Public Health Supervisor/Health Officer

McIntyre wanted to update E/F on discussion that was had with Leiske Giese, who attended the HHS Committee meeting last week. He discussed how she explained her and the State's position regarding Trempealeau County not moving forward with the Health Officer/Supervisor position and that she informed the committee that a letter will be sent to the County Board Chair stating the State's position on this matter. It was a healthy, informational type discussion. She went through the Administrative Code SS 251.06, which identifies what a Health Officer's required responsibilities are and discussed union affiliation. She explained that the state would not support a person in that position who was a union person. Suchla said he spoke to her and she said she had no problems with that person being in the union. McIntyre said that the State has no regulations, but her point was that they would prefer to see someone in a management position, as that person is responsible for managing the staff, budget and programs. Suchla referenced examples such as Jail Supervisors and working supervisors at the Hot Mix Plant and there is no reason why we can't have supervisors in the union. Geske asked if you can serve two masters at the same time, that Unions are on the side of employees and he sees a conflict of interest. McIntyre said this issue was referred to the Personnel/Bargaining Committee. Suchla asked Bobbi Guthrie for the union's position on this issue. Guthrie read from the union contract, which excludes supervisory employees. Suchla said that excludes the supervisory people but asked if that mean that the union position is that you don't want supervisors? Speaking on her own behalf, Guthrie said she does not want a supervisor to be on both sides, sharing information. Suchla said the end effect is we have more people than what we need, the end effect is layoff of employees. McIntyre gave a ratio of Public Health Nurse staff to County population and that we should have five nurses to serve the public appropriately. Suchla said OT is cheaper than new employees. McIntyre added that working staff 60-70 hours a week will prompt staff to start looking for other employment. No action taken.

- iii. Healthy Weight Coalition Non-Lapsing Account/Grant/Resolution

The Public Health Department wrote and received a grant for \$9,000 for the Healthy Weight Coalition and is asking for permission to add to a non-lapsing fund to use for this purpose per resolution.

**Motion/Second: Geske/Vold. Motion carried.**

B. Corporation Counsel – LaVerne Michalak

i. Tax Deeded Real Estate Refund to City of Blair

Late Fall of 2009, City of Blair gave us \$2,000 for a vacant lot that was discovered to be on the name of Trempealeau County. The County approved to conveying that lot to the City. The past month, the City Clerk discovered a deed that showed they already owned the property. Blair is requesting a refund.

**Motion/Second: Geske/Suchla return \$2,000. Motion carried.**

- ii. Tax Foreclosure Expense Budget Revision – There is sufficient funds in this account and no additional funds will be needed to close out the year.

C. County Clerk

i. Ordinance Codification – James Bonneville, Municipal Code

A sample book of Ordinance Codification was presented. Mr Bonneville explained the process of codification. The proposal is to take existing ordinances that we currently have and research and review material from an editorial standpoint and put them into a book format so their legal counsel can review them from five different standpoints: State Law reference standpoint, Conflict in ordinance standpoint, Reference standpoint, Index standpoint, etc. Pricing based on approx. 700 pages...\$10K (10 binders). On-site conference is an additional \$1,000. Maintenance fee \$19 per page, \$1900 per year maintenance, based on 10 ordinances per year. \$500 per year thereafter. The NOW (New Ordinances on the Web) program can update newly passed ordinance on-line within 24 hours of notice. This is accessible to the public from a link added to our website. Further discussion on the predicted demand for printed copies versus on-line access. Vold asked how it would benefit the County by being codified. Can instantly go to the code online and print off item, or refer the requester to go and find themselves. Geske asked if it is worth \$10K and suggested to keep this project in mind when preparing the 2011 budget. Smick stated that we could wait for the next budget cycle, but feels if we see this of some value we could find \$10K somewhere this year. We do not want to spend money unnecessarily, but sees it more as a matter of basic principle. Smick said most self respecting organizations have their documents recorded and easily found. Vold stated he has not seen a large request for this information. Winters says it would be nice to have it all in one location to find information. Syverson and Michalak said they both receive less than a dozen requests per year. Suchla asked what the process is currently in the Clerk's office and the possibility of updating our current index system, posting it on our website. The County could have the code created in an electronic format, and we could maintain it ourselves after the first year. The price would be honored into 2011 and included within the 2011 budget process.

D. Child Support – Renee Lyon

i. Department Overview

Lyon provided a handout to the committee, outlining the child support program. Lyon introduced the Child Support Department and the services the department provides and the preliminary budget. The department is funded by federal and state government. Child Support services are mandated. State and federal government changed funding process, due to politics. Geske asked how Trempealeau County rates in getting money owed. Lyon believes it is approximately 79% for current support, court orders – approx 89%. Arrears collections are lower, as well as in most of the 72 counties. Vold said this department has run very efficiently over the years.

ii. 2011 Budget

Lyon handed out the preliminary budget for 2011. Pointed out several areas, including interpreter costs are lower, using the SWITS line more, which seems to be working well for the department. There is an increase in genetic testing, as there are more cases. Smick requested that, in addition to the zero increase, comparables, she also show the references, confirming that services of her department are, in fact, mandatory.

8. Hiring Freeze

Geske feels we should have this as a tool in anticipation of problems with the upcoming budget. Suchla suggested only hiring from within. Vold feels that the three committee process is an antique process. Winters would rather see a wage freeze rather than a hiring freeze. Vold suggested waiting until the budgeting process to decide what to do.

**Motion/Second: Smick/Geske to implement a hiring freeze.** Suchla/Vold motions to amend it to fill it from within. **Motion carried. Motion carried as amended.**

9. Courthouse "Wi Fi" Connectivity

Prices for Wi Fi are the same as what was introduced last time. Suchla has someone looking into other prices, and his source said he could find something cheaper. Discussion was had regarding different options for Wi Fi connections. Geske asked if we will have enough people wanting to use it. Winters asked if there would be a fee for those who want to use it. Currier said she does not have this in her budget to fund this. Service from Oct-Dec would be \$3,393.35.

**Motion/Second: Smick/Suchla to implement Wi Fi Connection for the Courthouse, Wally/Winters motioned to amend the original motion to take funding out of the general fund. Motion carried to amend the original motion, with a ney vote from Vold. Vote on amended original motion. Motion carried as amended.**

10. Streaming Committee Meetings

Currier distributed a handout outlining the pricing for streaming video. Suchla feels streaming can be done with the Wi Fi system just approved, with cameras on the laptops. Currier advised that the quality will be poor. Smick would like to see Currier come back with alternative prices. He believes that it is important for the county citizens to see committee meetings first hand, review the information, and add input to the information being discussed. Provides a means to remind committee members of what needs to be readdressed so that issues are not dropped.

**Motion/Second: Winters/ Smick to Motion to Table until September.** Vold/Geske Ney. **Motion carried.**

11. 2011 Budget

A. Prioritization

Syverson will send out a request of mandated services noted. Smick hears that services are mandated, but wants to have the Department Heads reference the exact location where these mandates are stated. Further discussion was had regarding scheduling budget meetings.

B. County Comparables- Sylla presented comparables for the Clerk of Court Department.

12. Closed Session per WI Stat. 19.85 (1)(C) to consider employment, promotion, compensation or performance evaluation data

**Motion/Second: Suchla/Geske @12:21 pm.** Roll call taken. **Motion carried.**

13. Reconvene into Open Session

**Motion/Second: Geske/Vold @ 12:40 pm. Motion carried.**

14. Discussion on Unmerging Health & Human Services

Suchla asked if we un-merged the Departments, what would the additional costs be. Would have to hire a Public Health Director, establish a new Board of Health, and possibly support staff. Discussion continued regarding duties and positions within the different unions, crossing the lines of job duties, etc. Smick believes that we should give the merged structure a chance to work. We have not had time to see if this is working or not. McIntyre pointed out that the agenda said discussion and questioned if a motion can be made. Suchla feels more discussion would have to be had before any decisions can be made. Michalak urged not to use the word "discussion", but could probably move it out of committee in a form of a motion.

**Motion/Second: Geske/Suchla to remove the Health Dept out of Human Services Department and made a stand alone department. Motion Failed. Wally and Suchla voted yes, and Winters, Vold and Smick Ney**

15. Set Date for Next Meeting: September 13, 2010 at 9:00 am and Budget hearings 10/4-7/2010 at 1:00 pm, 10/12 & 14/2010 at 1:00 pm.

16. **Motion/Second: Winters/Suchla to Adjourn at 12:41 pm**