

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, March 7th 2011.

Committee Members Present: Ernie Vold, Doug Winters, Dave Suchla, Mark Smick,

Others Present: Paul Syverson, Jami Kabus, Jeff McIntyre, Rich Anderson, Cindy Currier, Laurie Halama, Jim Johnson, Rian Radtke

Notice was posted according to open meeting law requirements.

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

Adoptions of the Minutes from Previous Meeting – Motion/Second: Winters/Suchla to approve minutes from 2/7/2011 meeting. Motion Carried

5. County Sales Tax Update - handout reviewed, no action taken.

6. General Fund Update – handout reviewed, no action taken.

7. Department Updates/Requests –

a. Sheriff's Dept:

i. Meal Allowances-Sheriff Anderson reviewed with the Committee the estimated cost of increasing meal allowance to the State rate. It would be approximately \$573.75 more per year. Human Services would see approximately \$140.00 more per year. Further discussion on the issues regarding the current rate. M/2nd by Winters/Suchla to forward a resolution allowing for a daily allotment of \$27.75 per day. Motion failed with no votes from Smick, Suchla & Vold. M/2nd Suchla/Winters to approve changing the meal allowance to match the State rate of \$8, \$9, and \$17 for breakfast, lunch and dinner, respectively, effective 1/1/2012. Motion carried with one no vote from Vold.

ii. Out of County Housing/Resolution on Budget Carryover – Sheriff Anderson stated his concern for the 2011 budget and requests that 2010 funds (\$138,681.16 for out of county housing) be earmarked or placed back into 2011 budget for potential higher than expected expenses in 2011. Discussion was had regarding higher than predicted counts for out of county housing and electronic monitoring, moving funds to the General Fund, budgeting, other projects, etc. Committee suggested bringing the issue back to committee if there is an actual need. No action was taken.

b. Human Services: Vehicle Non-lapsing Fund

i. McIntyre discussed the development of a small group to meet to study the feasibility of motor pool for county-wide use. This group would be made up of two members of the Property Committee, Kevin Lien, Sherri Rhoda and Jeff McIntyre. Discussion was had comparing mileage reimbursement and department vehicle use. The group will present its findings in June.

c. Information Systems Dept – Update on telephone system, cell phones, WIFI, Streaming

i. Currier reported that the County switched from a T1 to a PRI, updating the committee on the anticipated savings per month that the County will receive. In March, we should start to see approximately \$800/month savings for fax machine switchover and eliminating AT&T T1. Further savings will be experienced with \$0.03 per minutes for long distance in 2011. 2012 will go to \$0.05 per minute, explaining that that the 2011 rate is a starter rate. Suchla asked why the county is not pursuing a long

distance carrier that does not charge for long distance, just paying for the T1 line, and that is it. Currier pointed out Voice over IP is not available in this area. TCC is not able to provide that service in this area, which is what Vonage has. Suchla said the ultimate goal is getting around the phone rates. Suchla does not think the phone company is giving us the full story. Currier will call and continue to research more. Smick asked about the recent upgrades with Convergence. Smick would like TCC to be included in bidding next time. Smick understands that TCC does not service the Whitehall area and there are FCC issues involved but believes those are political decisions and we can lobby to have that changed. Currier explained that TCC does not have the technology to provide that service. She explained that she worked with John Higgley from TCC, referencing a memo from TCC stating that they can not provide the service because they did not have the expertise. Smick also asked about cell phones and the recent renewal with US Cellular. He is concerned that we did not seek bids from other potential carriers. Currier and Syverson both informed Smick that Property Committee handles the cell phone contracts and the bidding process. Smick said he knows people from Verizon. He had Verizon do an analysis on our cell phone bills and was told Verizon could save money. Currier repeated that Property Committee is responsible for cells phone contracts and bidding, not the IS department and is being caught in the middle. Smick referred to the County Board rules for committee responsibilities. He said there is too much grey area in the Board rules, would like to see a reorganization of which departments report to certain committees, a definition of committee responsibilities and want the Board Rules re-written. Smick also asked about access to the internet and intranet, as well as e-mail accounts for the County Board members. Currier said that wireless internet is available already. Radtke advised caution that if County Board members are participating in e-mail and there are group e-mails sent out, Corporation Counsel would want to be involved in preparing a policy on appropriate and inappropriate use, with regards to violations of open meeting laws in mind. He advised there are a lot of opportunities to violate open meeting laws with such group e-mail access. A complaint can be easily established and proven, because it is a record when you hit the send button. Smick wants access to unposted, unapproved minutes. Currier and Kabus explained that draft minutes are not posted until they are approved by the committee, in an effort to provide accurate information to the public. Radtke advised that draft minutes can contain inaccuracies and do you really want the public to see something that is inaccurate, whether a small or significant issue? Radtke believes it is wise to have the committee review the drafts to verify correct information before posting. There is no violation in open meetings laws by not releasing draft minutes. Smick informed Currier he wants to be hook up to the intranet to access the same County information that employees access at the Courthouse. Smick also asked Currier return with cost figures for a projector in the County Board Room. Currier and Vold informed Smick that the Property Committee has already acted on the projector issue and also approved a 2nd screen for the County Board Room. Currier recommended Smick discuss with the Property Committee about the status of the projector and screens.

d. Corporation Counsel: Tax Foreclosure Procedures

- i. Radtke would like decisions of which properties taken to the tax foreclosure process to be a committee decision, not solely determined by Corporation Counsel. Radtke discussed this with the Chair of the Property Committee and is now approaching Executive/Finance to establish direction on the procedure. Suchla suggested that Environment and Land Use Committee would be a possibility. Radtke said the committees involved would be to analyze the properties to decide if the foreclosure process would be pursued, the property would be valuable, have selling potential evaluate risk, cost liability, etc. Further discussion was had on which committees would be most appropriate to oversee the process. Radtke shared that a neighboring

county had established a Tax Deed Committee specifically for this purpose, which could also be an option. Smick felt that E/F committee would be of more value to help Corporation Counsel. Vold directed Radtke to utilize E/F committee with the tax foreclosure process.

8. M/2nd by Suchla/Vold @10:53 am, to go into Closed Session Per WI Stat 19.85 (1)(g) to confer with Legal Counsel rendering advice concerning strategy to be adopted by the County with respect to litigation in which it is or is likely to become involved. Roll call vote. Motion carried.
9. M/2nd by Suchla/Winters @11:55 am, to go into Reconvene into Open Session. Roll call vote. Motion carried. M/2nd by Winters/Suchla to proceed with four properties into foreclosure. Motion Carried.
10. Personnel Requisitions
 - a. Lieutenant Position – Sheriff Anderson distributed a handout showing the Sheriff's Department's organizational chart. He is requesting that a current Sergeant position become a Lieutenant position. It would be a difference of \$3,600, made up with funds already in the Sheriff's budget, so no additional funds are needed. This would not add a position, but would be a promotion from within. A discussion on staffing levels from 2010 to 2011 was had. M/2nd by Suchla/Smick to approve the requisition and forward to County Board. Motion Carried.
11. Postage Meter – Syverson distributed additional information on a postage meter. Discussion was had as to why Tom Bice requested the County needed a postage meter. Suchla suggested looking into stamps.com, saving the County from having to buy a postage meter. M/2nd by Suchla/Smick to research more on the stamps.com option.
12. 2011 Budget – Brief discussion was had as to the impact of the proposed budget from the Governor. McIntyre discussed the impact to the Human Services Department.
13. Performance Evaluation Process – Tabled until next meeting
14. Schedule Appearances of Departments Overseen by Committee – Tabled until next meeting
15. Highway Department Paving/Funding –
 - a. Following up from the February E/F committee meeting discussion, Johnson reviewed Hwy projects and anticipated funding and savings in the budget. He anticipates savings, reimbursement and carryover, totaling \$550,000, but \$200,000 of that will be used on the County Rd J project. By using CHIP funds, anticipated savings on the Cty Rd J project and using funds from the Bridge fund, Johnson would be able to find approximately \$350,000 to use towards paving, in which E/F committee would use \$150,000 from the General Fund. M/2nd by Suchla/Winters that if the Hwy Department can fund \$350,000 to pave roadway, the E/F committee will add an additional \$150,000 from the General Fund for the project and forward to County Board. Motion Carried.
16. Set date for next meeting on 04/4/2011 at 9:00 am.
17. Adjourn @ 12:14 PM by Chairman Vold.