

## Trempealeau County Executive/Finance Meeting

Meeting called to order by Chairman Mike Nelson at 9:02 a.m. in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Friday, October 5<sup>th</sup>, 2012.

**Committee Members Present:** Ernie Vold, John Aasen, David Suchla, Tom Bice, Mike Nelson

**Others Present:** Dick Miller, Jami Kabus, Jeff McIntyre, Rian Radtke, Sheriff Anderson, Brian Puent, Robert Mittelstadt, Bruce Cheline, Laurie Halama, Kathy Gauger, Mark O'Connell, Mike Blaska, Liz Stevens

Notice was posted according to open meeting law requirements.

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

Adoptions of the Minutes from Previous Meetings – **Motion/Second: Aasen/Suchla to approve minutes from the previous meetings. Motion Carried**

5. County Sales Tax Update - handout reviewed. No action taken

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

7. Department Updates/Requests:

a. Maintenance Dept

- i. Cheline presented a resolution to authorize a transfer of funds from the general fund for the first phase of the HVAC pneumatic control replacement project in the courthouse. Discussion was had as to the work and the vendor services involved in the project. Bice expressed his unhappiness with having to purchase service and equipment through Winona Heating and Ventilation and felt we are being overcharged and locked in. Bice recommended LaCrosse Plumbing. Bice continued, advising Cheline on heating and air equipment, purchasing, vendor selection, etc. Suchla asked if a more detailed breakout of their estimate could be reviewed. **M/2<sup>nd</sup> by Suchla/Bice to amend the proposed resolution, taking out the mention of Winona Heating and ventilation as the contractor. Motion Carried. M/2<sup>nd</sup> by Suchla/Bice to approve the amended resolution and forward to County Board. Motion Carried.**
- ii. City Parking Lot – Committee discussed the Whitehall City parking lot improvement project. The City forwarded a contract which did not appear consistent with the original project. The Committee advised Corporation Counsel to draft and send a letter notifying the City that the county will not agree to the contract.

b. Corporation Counsel

- i. Repurchase of tax foreclosed property – Radtke reviewed the history of a foreclosure process this property has gone through. He advised that the Mr. Mittelstadt has satisfied one of three liens still against the property. Mr. Mittelstadt addressed the committee of his efforts to resolve the pending issues and is requesting additional time until the end of the year. **M/2<sup>nd</sup> by Suchla/Aasen to give a 90 day extension. Motion Carried.**
- ii. Set appraised value for tax foreclosed properties: Laurie Halama distributed a list of properties for the Committee to set appraised value for tax foreclosed properties. One Property (parcel #121-00260-0000) was granted a 90 day extension, as

documented above in 7.b.i. Radtke explained legal activities two of the properties (parcel #s 024-01084-0010 and 024-01085-0005) were currently tied up in, advising the committee the attorney for the parties involved as that no action on at this point while an appeal was pending. **M/2<sup>nd</sup> by Aasen/Vold to approve an extension to 10/31/2012. Motion Carried.** The Committee addressed the two remaining properties. Parcel # 181-00433-000: M/2<sup>nd</sup> by Bice/Suchla to set a minimum bid at \$10,000. Motion Carried. Parcel # 181-00008-0000: **M/2<sup>nd</sup> by Vold/Suchla to set a minimum bid at \$25,000. Motion Carried.**

- c. County Clerk: Kabus distributed a resolution regarding a waiver on marriage license fees. **M/2<sup>nd</sup> by Suchla/Vold to approve the resolution and forward to County Board. Motion Carried.**
8. Bond Rating: Committee reviewed handouts left by Syverson that he received from Brian Reilly from Ehlers. Committee spoke with Mr. Reilly on speaker phone. Suchla asked what the County would have to do to improve our rating score. Reilly advised that the County would have to have less debt, have higher reserves, formal policies, budgeting process, fund balance policy, financial management practices, etc. Suchla requested additional comparable information of counties and ratings. No further action taken.
9. Confidentiality Disclaimer on e-mails: Radtke reviewed the previous discussion had with the committee regarding having a uniform policy and language for County business e-mail content and confidentiality. He shared the proposed language and advised that this would be updated in the IT policy, which the E/F committee can approve this policy update. **M/2<sup>nd</sup> by Aasen/Bice to amend the IT policy to include the confidentiality disclaimer as presented to the committee. Motion Carried.**
10. In-County Meal Reimbursement for Volunteer Drivers: Gauger presented the resolution to the Committee and advised of the work performed by volunteer drivers for the Senior Services unit. She advised on the number of hours volunteered and different driving scenarios. **M/2<sup>nd</sup> by Suchla/Bice to approve the resolution and forward to County Board. Motion Carried.**
11. Health Care Center Issue with WIMCRE: Committee believes this is a dead issue and money should continue to be managed as in the past. **M/2<sup>nd</sup> by Suchla/Aasen to table the issue. Motion Carried with a No vote from Bice.**
12. Discuss and Finalize 2013 Budget: Committee discussed several items in the 2011 Financial Statements, comparing to previous years and what was requested in the 2013 budget. Suchla pointed out several areas of concern, asking about balance surpluses, but Syverson was not in attendance to answer the many questions the committee had. Suchla would like to raise the contingency fund to \$150,000, drop the sales tax (101.41221) to \$1,200,000 and change the Hwy Co-aid fund (53338) to \$400,000. **M/2<sup>nd</sup> by Aasen/Nelson to update the 2013 budget with these changes and approve the 2013 budget, forwarding it to the County Board for final approval. Motion Carried**
13. Items for next agenda: long term planning
14. Set next meeting date: November 5, 2012
15. Long Term Planning – Mark O’Connell met with the Committee to discuss long term planning. Discussed strategic planning and the process of how to set a plan to get the County to where they want to be 20-30 years from now. Discussed establishing a vision, values, identifying challenges, etc. Committee recessed at 12:00 pm and went to lunch at the Whitehall Country Club, returning back into session at 1:37 pm. Further discussion was had as to the benefits and information that could be realized in moving forward with this project. Vold asked that a thank you card be sent to Mark O’Connell and his group for coming to speak with the committee. **M/2<sup>nd</sup> by Aasen/Suchla to table this topic until the next meeting. Motion Carried with a No vote from Vold.**
16. Chairman Nelson adjourned the meeting @ 3:09 PM.