

EXECUTIVE & FINANCE COMMITTEE MINUTES  
DEPARTMENTAL BUDGET MEETINGS

**SEPTEMBER 17, 2013**

Meeting was called to order by Chair Michael Nelson at 9:00 am in the County Board Room of the Courthouse in Whitehall, Wisconsin.

Members present: Ernest Vold, Michael Nelson, Tom Bice & Dave Suchla Also County Clerk Paul L. Syverson

County Clerk Syverson explained the Levy Summary Worksheet and the way he had calculated it. The Levy Limit has not come from the State yet. The Committee discussed the budget and the return of funds to the General Fund and also the possibility that the Work Comp calculation should be changed. It was thought that it should be based on experience which would lower the County share. The Highway and Health Care Center could be left the same.

10:03 AM Dave Suchla left

**Human Resources**

Presenting was Jami Kabus.

Work Comp will be discussed tomorrow when Health Care Center is present.

The department has two staff. Personnel recruitment is already over budget. Health Insurance is down about 5%. (Paul is working on adjustment for Health Insurance)

Retirement percentage went up.

Liability and Property Insurance are the same.

**Public Health Dept.**

Presenting were Sherry Rhoda, George Brandt and Carol Bawek

A question was asked about the dollars for the Moratorium Committee expenses. It has not been decided yet as they meet tonight.

Levy is up \$425.61 which included salary and fringe increases. Does not include change in Health Insurance reduction. Discussed interpreter expense, also printing and phone charges.

**Information Technologies Dept.**

Cindy Currier presented.

Her budget is up \$9,138.98. Cindi keeps track of all equipment and has a good handle on when equipment should be replaced.

**Register of Deeds.**

Rose Ottum presented.

Committee raised revenues \$4,000.\* Redaction account has no levy.

**TV Studio**

Present: John Kelly

55610 Account is up \$5,697.04 overall. Object code 240 is up \$2,000 because of DVD repairs. Drop postage (311) \$600\* and No Line Detail (999) \$3,000.\* The Committee discussed what we can do with or accept large private donations. All other accounts, no levy.

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Committee took noon break at 12:20pm

Back in Session at 1:12 pm.

Committee Members Present was Michael Nelson, Tom Bice, Ernest Vold and John Aasen. Also Paul Syverson.

### **Tourism**

Jean Galasinski presented. She explained that the \$1,750. will be used to revamp the website and redo the visitor guides. They will still include a county map and more advertising. They will partner with Wisconsin Great River Road. The group is all volunteers.

### **Bike Club**

Travis Mossman was present as Ron McKernan is ill. They will use the dollars for new maps as they are almost out of brochures. Also will use for new bike stewardship signs.

### **Child Support**

Renee Lyon was present. She explained what the department actually does and explained how the Health Insurance reduction will affect the levy. Even being down \$6,563.76\*, reimbursement is only 66%. Revenue will be down \$4,331.50\*. The net decrease in levy will be \$2,231.30\*. The interpreter expense was questioned. Language Line is \$.79 per minute. Discussion was held on SWITS versus Language Line versus in person. Rian Radtke stopped in and gave insight on interpreter services.

Overall decrease in levy for the day is \$9,831.30

Committee recessed until September 18, 2013 at 9:00AM

Recessed at 3:15 pm

## **SEPTEMBER 18, 2013**

Michael Nelson reconvened Departmental Budget Meetings at 9:04am. Members present were Michael Nelson, John Aasen, Dave Suchla, Tom Bice and Ernest Vold. Also present Paul Syverson.

### **Health Care Center**

Mary Gullicksrud and Curt Johnson present.

Levy is the same as last year \$19,106.00

Mary explained the different programs. They are anticipating a 2.5% wage increase and other assumptions (See attached sheet). She explained bed tax. Health Care Center beds are State not Federal so they get nothing back for it.

Dave Suchla left at 9:35am.

### **Land Management**

Present Kevin Lien and Vickie Stalheim

The Real Property Lister is now included in the budget at \$76,181.70. The Remonumentation project should be finished in 2014 so the Surveyor will go to about half in 2015. They have six vehicles. They have all staff in place now, were short two before.

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Land Management continued:

Non-Metallic Mining – No Levy  
Fish and Game – No Levy  
Vehicles – No Levy, has \$113,000 balance  
Kevin was asked to give all supervisors a list of all vehicles.  
Planning – No Levy  
Wis. Fund – No Levy  
Wildlife Damages – No Levy  
TRM Cost Share – No levy – Two year program  
LWRM Cost Share – No Levy – One year program

**Highway Department**

Commissioner Jim Johnson and Sandy Brandt present.  
Some expenses are moved to other accounts per the State. Administration is broken down into Administration, Supervision, GPL and Radio.  
Fringe Benefits (ILC) – No Levy  
Machinery – No Levy  
Bituminous – No Levy  
General Maintenance – Levy  
Winter Maintenance – Increased by \$25,000  
CTH Construction – Increased \$562,991.41  
**Motion by Tom Bice and seconded by Michael Nelson to designate 25% of the County Sales to Highway. Motion carried.**  
State, Local and Miscellaneous – No Levy

**Circuit Court**

Michelle Weisenberger and Kay Vold present  
The Committee asked them to reduce levy by \$40,000\* and to come back next Friday with the details.

**Veteran Service**

Bill Thoma present  
Veterans Relief – Same levy  
Veteran Service – down because of Vacation and Sick Leave payouts  
Veterans Transportation – up \$1,350  
Care of veteran Graves – Same Levy

**Motion by Tom Bice and seconded by John Aasen to recess for Lunch. Motion carried.**

Recessed at 12:15pm.

Reconvened at 1:03pm with Michael Nelson, Ernest Vold, Tom Bice and John Aasen

**County Fair**

Present were Tim Byom and Kellen Nelson  
Fair income was down this year. County donation has been \$23,650 for many years.  
Advertising is expensive. They appreciate the support the County gives. Levy the same.

**Human Services**

Deb Suchla and Judy Fredrickson presented.  
Economic Support (WREA) is increased \$25,958 due to space we do not have as overhead. Deb explained the program as we have to be in the consortium.

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**Paul's Accounts**

Paul Syverson presented various accounts under his authority.

County Board – Lowered the levy

800# - same levy

Audit Services – Raised to \$60,000 to cover overrun

Indirect Cost Study – Same Levy

County Clerk – up slightly to cover known salary increase. Will go down some with the Health Insurance calculation

Clerk Automation – down slightly

Elections – Same Levy – Explained the election cycle of elections

Risograph – Same Levy

Unemployment Compensation – carryover and levy of \$45,000. Committee dropped the \$45,000\*

Unbudgeted Retirement – Dropped \$20,722.97\*

Health Insurance Deductible – Up slightly

MCO Payment – In fourth of the five years so down

Library – Down about \$20,000 in aid

Parks – Up \$10,000 due to plans for expansion of camping area. Committee would like Parks Committee to raise fees and/or increase donations for \$9,500\*

Economic Development – Same Levy

Snowmobile Trails – No Levy\

Mississippi River Regional Planning Commission – Dues are calculated based on population so up slightly.

Vending Machines – Same

County Sales Tax Revenue – Raise amount to \$1,650,000.\* to be closer to actual.

Shared Revenue – Up slightly from last year.

Tax Exempt Computers – Cannot calculate until done with levy. Estimating about \$16,000

Debt Service – Plan to pay off Co. Rd. J project in 2014. Levy down about \$11,000.

Dog Fund – Budget is up, but Revenues cover, so no levy.

Recessed at 2:30 pm until September 19, 2013 at 1pm.

**SEPTEMBER 19, 2013**

Reconvened at 1:06pm with Michael Nelson, Ernest Vold, Tom Bice and John Aasen. Also Paul Syverson and members of the public. Dave Suchla arrived at 1:25pm.

**UW-Extension**

Steve Okonek and Pat Malone present.

Levy is 72 cents down.

PAT: No Levy as it used to be a checking account and now is Non-Lapsing.

Youth Education: Same levy as last year. No increase.

Solid Waste: Planning a small Clean Sweep this year and a full scale one next year.

**Maintenance**

Bruce Cheline and Taavi McMahon presented.

51600 Acct is up \$3,600

51601 Property Contingency drop \$8,000\* (Tremplø Room Divider)

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Taavi talked about Courthouse Security and screening. Levy of \$50,000 which included \$43,000 in labor costs. The station would be manned 7:30am to 4:30pm (9 hours daily) with part-time help **Motion by Dave Suchla and seconded by Tom Bice to not approve screening. Motion by Ernest Vold and seconded by Dave Suchla to table until the September 27th meeting. Motion to table carried.**

**District Attorney**

Taavi McMahon presented

They have removed their interpreter expense as he is fluent in Spanish. **Motion by Dave Suchla and seconded by Ernest Vold to leave as is. Motion carried.**

Dick Miller joined meeting at 2:15pm.

Dave Suchla left meeting at 2:25pm.

**Land Records**

Ann Hempel presented.

She added to her Continuing Education \$1,500. The Flyover is planned to take place and will include LIDAR

**Motion by Ernest Vold and seconded by Tom Bice to approve. Motion carried.**

**Victim Witness**

Deb Garson was present.

**Motion by Tom Bice and seconded by John Aasen to approve. Motion carried.**

**Motorcoach Tours**

Olin Fimreite was present.

**Motion by John Aasen and seconded by Ernest Vold to approve. Motion carried.**

**Sheriff**

Presenting was Rich Anderson and Carol Ressler

They incorporated the wage increase into the budget as they have settled a two-year union contract. They lowered the Electronic Monitoring, so the revenue would also be down. They explained the SCAAP Program.

The Jail is at 34, but the State may reduce that to 28. If that happens the Sheriff may have to increase Electronic Monitoring or send more to Chippewa County.

Dare Program in Osseo is starting, more complaints and more need for Court security and more sand trucks.

Meeting recessed at 4:13pm until September 20, 2013 at 1pm.

**September 20, 2013**

Reconvened at 1:03pm with Michael Nelson, Ernest Vold, Tom Bice and John Aasen. Also Paul Syverson and members of the public.

Dick Miller joined meeting at 1:30pm.

Budget is still \$345,564.82 over what our limit allows.

**Treasurer**

Laurie Halama was present.

Laurie explained the converting out of Ag to Commercial/Manufacturing at about \$170/acre. She explained chargebacks and Sale of Tax Deeded Property. She also explained Forest Crop and Managed Forest.

**Coroner**

Present: Coroner Bonnie Kindschy

Bonnie explained that Medical Exams if done by the State are about nine months behind to finalize a death. A question was asked about charging back Medical Exams.

Corporation Counsel Rian Radtke will check into it.

**Corporation Counsel**

Rian Radtke was present.

The only increases in his budget are the Step Increases for wages, Membership Dues and Mileage.

Human Services was back in regarding Health Insurance adjustments. Down \$4,782.75 except for Long Term. That allocation went up \$6,179.17 so the net would be a \$1,396.42 increase.

Now we are over \$346,961.24 what we can be. We will do some checking on Clean Sweep and also call back the following departments to meet with on September 27<sup>th</sup>, 2013. Call backs will be, Health Dept., Human Services, Circuit Court, Maintenance, UW-Extension, Land Management and Highway.

Recessed at 2:14pm until September 27, 2013 at 9am.

**September 27, 2013**

Reconvened at 9:10am with Michael Nelson, Tom Bice, Ernest Vold and John Aasen. Also present were Paul Syverson, George Brandt, Dick Miller, Rian Radtke, Taavi McMahon, Dan Schreiner, Pat Malone, Deb Suchla, Bruce Cheline, John Damon, Michelle Weisenberger, Jami Kabus and a number of the public.

Certification of Open meeting law had been complies with.

**Motion to approve the agenda was made by John Aasen and seconded by Ernest Vold. Motion carried. Our overage is \$346,961.24. Motion carried.**

Dick Miller made a comment that there was no Contingency Fund set up in the budget. Tom Bice was looking at the Public Health Fund Balance. George Brandt explained the dollars for the Moratorium Committee Study would be coming out of this fund. Public Health is \$3,000 under last year's levy. Ernest would like to reduce levy by the returned excess to the General Fund for 2012. Deb Suchla explained Human Services dollars, placements for kids and adults could be \$1.3 million dollar. The County Board approved a 'call it' Risk Reserve for those instances. Rian talked about additional revenue from a wheel tax as an option. It can only be on automobiles and light trucks and must be used for transportation. A question was asked of Public Health and they have in the budget under 201.54110.240 for a HIPAA Vac. **Motion by Ernest Vold and seconded by**

**John Aasen to approve Health Dept. Budget. Motion carried on a vote of 3-1.**

Deb Suchla talked of working more efficiently, but the cost of placements of even just one would throw her budget off. She is working with Pat Malone which should show a better view next year. Deb explained that the increase is basically the Justice Sanctions program. **Motion by Ernest Vold and seconded by John Aasen to approve Human Services Budget. Motion carried on vote of 3-1.**

Pat Malone said the 2012 Budget was down because of staffing shortage. The history of the Clean Sweep is an ongoing need. There are more electronics that we can charge a fee. **Motion by Ernest Vold and seconded by Tom Bice to approve UW-Extension Budget. Motion carried on vote of 3-1.**

Bruce Cheline and Dick Miller discussed the Maintenance Budget. Dick asked about the VAV Replacement, we could reduce VAV. **Motion by John Aasen and seconded by Ernest Vold to reduce VAV by \$50,000.\* Motion carried on vote of 4-0. Motion made by John Aasen and seconded by Ernest Vold to reduce Carpet Replacement by \$10,000.\* Motion carried on vote of 4-0.**

**Motion by Ernest Vold and seconded by John Aasen to take off the table and approve the Courthouse Security System Budget.** Dick Miller suggested the best location for the entrance would be Land Records and lock all others. Judge Damon said one entrance is the best. Taavi McMahon said that Security Screening would be a benefit for all. Rian Radtke is in favor of full courthouse being secure. \$43,000 of the \$50,000 budget is labor and \$7,000 is for door work. Michelle Weisenberger is in favor because the second floor is for people facing difficult time. **Motion carried on a 3-1 vote.**

Michelle Weisenberger and Judge Damon looked at revenues and expenditures and felt they could reduce object code 212 by \$20,000\* and object code 213 by \$10,000\*. Judge Damon explained Court Appointed Attorney for Criminal. They are down to \$248,300 in Admin Expense. **Motion by John Aasen and seconded by Tom Bice to approve the Circuit Court Budget. Motion carried on vote of 4-0.**

Jami Kabus calculated a salary contingency. Cost of living (CPI) Consumer Price Index increase was 1.66% for unions amounting to about \$144,000. Tom Bice stated that the employees have not received a wage increase in close to 4 years. **Motion by Tom Bice and seconded by Michael Nelson to put \$175,000 into the Budget Contingency Account for a potential 2% wage increase. Motion carried by vote of 3 yes, 0 no and 1 abstained.**

Highway was discussed again. Dick Miller talked about WCA Transportation Funding and asked questions of what could be done. Gas Tax and Registration fees are not on the table. Wholesale or retail pump prices may change but not in the near future. The Committee decided to instruct the Clerk to reduce Highway's Budget of \$562K by the overage of \$436K to balance what our levy limit could be and bring it to the Executive & Finance meeting October 7, 2013 and also invite Brian Reilly to the meeting to discuss bonding for Highway projects.

Michael Nelson adjourned the meeting at 12:10 pm

**Paul L. Syverson  
Recording Secretary**