

Trempealeau County Executive/Finance Meeting

Committee Members: Doug Winters, Tim Zeglin, Dick Miller, John Aasen. Others in attendance: Paul Syverson, Rian Radtke, Elsa Kulig, Laurie Halama, Deb Suchla, Dave Lyga, Jeremy Matheny, Ann Hempel, Travis Mossman

- 1 Meeting called to order by Chair Doug Winters at 9:00 a.m. in the County Board Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Monday, December 7th, 2015.
- 2 Notice was posted according to open meeting law requirements.
- 3 Adoption of the Amended Agenda – **M/2nd by Aasen/Zeglin to adopt the amended agenda; Motion carried.**
- 4 Adoption of minutes from previous meeting – **M/2nd by Zeglin/D. Miller to adopt the minutes from the 11/2/2015 meeting. Motion Carried.**
- 5 County Sales Tax Update: Handout reviewed. No action taken.
- 6 General Fund Update: Handout reviewed, capital improvements were added in.
- 7 Strategic Planning Update: D. Miller reported that a special County Board Meeting or “Retreat” is to be scheduled and Malone will supply the finished report at that time. The County Board would be meeting to go through report, Malone will present the report and facilitate the process to amend and/or adopt the report. It will be an open meeting, with the Strategic Plan as the sole topic of discussion. Miller asked for options for locations and timing. All County Board members are strongly encouraged to attend. It was decided that an email would be sent out with a few different date and time options to hold the special meeting in January.
- 8 Department Reports/Requests
 - A. CAPX2020 Funding Update
 1. Requests for Extension: Syverson provided a handout that included the balances of all the funding requests and a hand out from Malone detailing the 14 groups requesting extensions. Malone’s suggestion is to grant the extensions and give until 12/31/2016 to complete the projects, similar to the other extensions that have been already been granted. Two groups did not ask for extensions: The Independence Lions Club and Whitehall Park Improvement. 8 Groups have used all of their money. 9 Groups have not used any of their money. A representative from The Friends of Trempealeau Refuge was in attendance in case of questions. He reported that “we want to make sure keep line of Communication open”. He read their letter of request for extension, detailing what they have done with the project, what they have left and what the money is going towards. They feel they should be able to complete project by the deadline. Travis Mossman from the Trempealeau Trails Bicycle Association provided a 2015 Annual Budget Report from the Association and gave an update on their project. **M/2nd by D. Miller/Aasen to approve the requests for extensions on the 14 projects listed on the form. Motion Carried.** Zeglin questioned what do with 2 not sending requests. D. Miller said there is a priority list, bring forward next month. Zeglin mentioned there are 3 groups who did not make comments as to why they have requested extensions. **M/2nd by D. Miller/Aasen to remove number 5-Reception Park Improvement Committee from original motion.**
 - B. Quarterly Department Updates
 1. Treasurer – Laurie Halama: reported that her office is busy with the printing of the tax bills. She noted that she is required to do a quarterly financial report so she is asking to do her next quarterly department update at one of those meetings. The committee agreed that is a good idea. D. Miller brought up that Preferred Sands was granted a tax reduction and that the County was not notified. Halama will talk to the Department of Revenue about notifications in the future.
 - C. Human Services Study Regarding Cost of Operating Vehicles-Deb Suchla: Suchla handed out a report detailing the cost of operating a County vehicle. Its costs between 26 to 27 cents per mile to operate a county vehicle versus paying 57.5 cents per mile in mileage.
 - D. Maintenance Department: Request a Limited Term Employee (LTE): Matheny is requesting an LTE; his office is short staffed right now, and he is running behind. He is requesting the LTE work 20 hours per week to help with tasks such as: light lifting, painting, moving office furniture, general housekeeping and cleaning. He is not sure how long a LTE would be needed, possibly up

to one year but it could be less. Zeglin mentioned that the Property Committee did approve this and that he supports this. D. Miller stated that since the committee doesn't know how long an LTE is needed that Matheny ask for the money once a dollar amount is known that needs to be transferred.

- 9 Issue of Bottled Water Dispensers in the Courthouse: D. Miller reported that staff in every office pay for their own bottled water besides the DA's office. We need to have consistency. D. Miller will talk to the DA, and he will report back at the next meeting.
- 10 County Roads K & G Readdressing – Ann Hempel and Rian Radtke: Hempel explained that there are two county road Ks and Gs in the County. The north roads are shared with surrounding counties. The roads to the south our own roads. It has been brought at other times that the County can't have duplicate road names in County. It would be difficult to change north roads due to them connecting into other counties. Changing the southern roads would affect approximately 113 residents that would have to be readdressed; the affected residents would not be happy. This is a safety issue and emergency response issue. Aasen suggested adding a direction to the road name. Lyga suggested adding a suffix or preface to the county road names in the northern part of the county as it affects less residences. The committee suggests to change northern road names and that the Highway Committee discuss this at their next meeting.
- 11 Sale of Tax Foreclosed Properties to the City of Osseo: As directed to by the committee, Radtke talked with the City of Osseo asking them to make an offer on parcels 026-00521-0005 & 026-00524-0005 that had not sold during the last sealed bid process. The City of Osseo sent Radtke a letter stating they would pay \$100 total to buy the 2 parcels. **M/2nd by Aasen/Zeglin to approve the sale of the two properties (parcels 026-00521-0005 & 026-00524-0005) to the City of Osseo for a total of \$100. Motion Carried.**
- 12 Convene to Closed Session per WIS. STAT. 19.85(1)(e) to Deliberate or Negotiate the Sale Price of Property to be Sold, as Competitive or Bargaining Reasons Require a Closed Session. **Committee did not go into Closed Session.**
- 13 Reconvene Into Open Session Immediately Following Closed Session
- 14 Trempealeau Pump House Removal Update: Radtke reported the project will soon be complete.
- 15 County Board Salaries: The County Board salaries can no longer be changed, the deadline for that action has passed.
- 16 County Board Rules: D. Miller stated that this topic is normally discussed shortly before elections, and this is done due to the currently Supervisors having the advantage of combined wisdom for recommended changes. Radtke stated that the rules can change at any time. Zeglin brought up the change to the emergency procedures flip chart. As it is now any change to that policy goes to full county board for approval. The property committee discussed at their last meeting being made the responsible party to make the changes but immediate changes in an emergency situation could be done by the Emergency Management Director. Motion by D. Miller that because the Board places the responsibility for rule change to Executive and Finance Committee that Executive and Finance Committee assumes responsibility for making changes to Flipchart. No second. D. Miller support ideas the other that suggestions as well. Committee will discuss giving Personnel and Bargaining Committee responsibility over property insurance decisions when they discuss other changes to Board Rules. **M/2nd by D. Miller/Zeglin to approve the Personnel and Bargaining Committee oversight of Property Insurance Decisions. Motion Carried.**
- 17 Items for next agenda: CAPX2020 extensions, Pump House Update, Bottled Water.
- 18 Date for next regular meeting: Monday, January 4th, 9:00 am in the Wisconsin Room.
- 19 Chair Doug Winters adjourned the meeting at 10:49 am.