

Trempealeau County Executive/Finance Meeting

Committee Members: Doug Winters, Dick Miller, John Aasen, Tim Zeglin, Sally Miller (9:11 am). Others in attendance: Jami Kabus, Deb Suchla, Cindy Currier

- 1 Meeting called to order by Chair Doug Winters at 9:02 a.m. in the Wisconsin Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Monday, March 2nd, 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 D. Miller/Zeglin to adopt the minutes from the 2/2/2015 meeting. Motion Carried.**
- 5 County Sales Tax Update: Handouts was reviewed. No action taken.
- 6 General Fund Update: Handout reviewed. No action taken.
- 7 Funding Requests:
 - a. Funding Request for Dispatch Console: Currier updated the committee on the status of the system and how it is running. They are still researching options with the vendors. Discussion was had regarding financial needs throughout the whole courthouse, including the generator, roof, county-wide assessment, etc.
 - b. Capital Project Needs and Funding – Currier handed out a “Trempealeau County Project Initiation Form” to the committee, presenting her request for using funds for a GIS software update. Discussion was had regarding GIS software upgrades needed to access and use with the LIDAR information. This is a software upgrade re: ArcServer, ArcSDE, Arc GIS, web portal mapping, etc. Currier explained that funds for this upgrade, totaling \$7,000, are available through the Public Access and grant fund account, so no additional levy money would be needed. **M/2nd Aasen/D. Miller to approve the project w/ funds coming from the Public Access and grant funds account. Motion Carried.**
- 8 Department requests:
 - a. Quarterly Department Updates:
 - i. Information Systems – Currier updated the committee on her department, projects being worked on and future projects. She distributed handouts regarding Sheriff’s Office needs, including the Jail, Administration, Patrol and Dispatch. She went over the newly proposed Trempealeau County Project Initiation Form and Procedure. She advised that it is a tool to be used to initiate new projects, outline funding, how it will affect other departments, etc. It would serve as a standardized checklist when presenting new projects for approval and funding needs. The ultimate goal is to streamline procedures and cover all aspects of costs, manpower, etc. in an effort to be proactive, rather than reactive. This will require departments to come to the committee very well prepared when asking for approval of a new project, rather than a verbal request with no prep work to present.
 - b. Budget Amendment regarding ADRC Grant for Purchasing Vehicles – Deb Suchla addressed the committee with a proposed resolution and an expense breakdown of her request. She advised that the ADRC has applied for and was granted funds from state and federal programs to help pay for new vehicles for transportation programs in the County. She advised that County funds had been set aside for these specialized transportation programs in a non-lapsing account for vehicle purchases, but would have to be formally put into the 2015 budget before they can be utilized for this purpose. **M/2nd D. Miller/Aasen to approve the resolution and forward to County Board. Motion Carried.**
 - c. The TC Ag Society has requested donations to the Fair Board. It was discussed that during budget time, the group met with the E/F Committee, requesting the same amount as previous

years with no mention of any additional needs. The E/F Committee discussed that requests for more money should be brought up at budget time. No action taken.

- 9 Strategic Planning – D. Miller advised that he and Pat Malone are working on committee assignments and it is a work in process.
- 10 Long Term Facilities Assessment – D. Miller suggested an Ad Hoc Committee be created to assess space needs, the TCHCC building future, etc. that reports to the Property Committee. He made suggestions of who may be ideal members of that committee. This committee would evaluate needs of the departments, costs of different option to address the needs, function, etc. D. Miller will look into this further.
- 11 2015-2017 State Biennial Budget – D. Miller handed out a summary created by WCA addressing items included in the Governor’s budget. Several items included in the budget that affect Trempealeau County were discussed, including, Human Services programs and funding, Assessors, Property Insurance, etc.
- 12 Items for next agenda: Long term facility assessment, 2015-2017 budget issues, Strategic Planning, TC Project Initiation Form & Procedures,
- 13 Date for next regular meeting: 4/6/2015, 9:00 am
- 14 Chair Doug Winters adjourned the meeting at 10:23 am.