

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, January 10th 2011.

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

Others Present: Mike Nelson, Hensel Vold, George Brandt, Tom Bice, Paul Syverson, Jami Kabus, Rich Anderson, Becky Suchla, Renee Lyon, Jeff McIntyre, Kathy Gauger, Michelle Weisenberger, Sherry Rhoda, Cindy Jacoby, Chuck Gauger, Lee Henschel, Chad Nyseth

Notice was posted according to open meeting law requirements.

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

Adoptions of the Minutes from Previous Meeting – Motion/Second: Winters/Geske to approve minutes from 12/7/2010 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 asked if E/F would consider increasing the current meal allowance rate to mate the state rate. The County is currently at \$5.75 for Breakfast, \$7.00 for lunch and \$15.00 for dinner. The state rate is \$8.00, \$9.00, and \$17.00, respectively. The committee asked Paul to run a report of what was spent in 2010 and what an increase to the state rates would cost. This will be discussed in a future meeting to further consider.
 - ii. 2010 Carryover for Air Cards/Resolution – The Sheriff presented a resolution for 2010 budget carryover regarding air cards or other off-site connectivity's for squads.
M/2nd by Suchla/Winters to approve the resolution and forward to full county board. Motion Carried.
 - b. Human Services:
 - i. Cremation Charges – Jeff McIntyre explained to the committee that he received a call from the Coroner, asking Human Services to pay for a cremation. Human Services does not budget for non-clients of the department, only for clients on medical assistance. McIntyre believes this should be a county expense. McIntyre did pay for the cost of the cremation, but is asking for reimbursement to the Emergency Direct Services fund. McIntyre was also asking for direction if this were to happen again in the future. Suchla was concerned that reimbursing departments would set precedence and is afraid that frequent requests will reduce the general fund. McIntyre said he believes this should be budgeted by the Coroners office for non-qualifying benefit residence.
M/2nd by Geske/Smick to reimburse Human Services for the cost of the cremation from the General Fund. M/2nd by Smick/Suchla to amend the motion to reimburse Human Services for the cost of the cremation from the Coroner's budget. Amendment carried, with no votes from Vold & Winters. Vote on amended motion, Motion carried with no votes from Vold & Winters.

- ii. Senior Services Restricted Fund Account – Kathy Gauger presented a resolution to the committee regarding excess program income. Greater Wisconsin Area and Aging Resource (GWAAR) wants action from our Board allowing the department to have these funds in a restricted account. Due to changes, any excess income has to be used within the 1st two months of the following year. GWAAR wants a 3 year plan to dispense the funds, used to expand the program. Some ideas would be to purchase another vehicle for home delivered meals, opening up an additional meal site in Whitehall, etc. **M/2nd by Suchla/Vold to approve the resolution and move to full County Board. Motion carried.**
 - iii. Credit Card Purchases and Sales Tax – Audit Committee had questions regarding a purchase in Human Services. McIntyre explained that one of their clients with a disability is in the children and long term support waiver program. Funding for this program comes from the state and federal government. Before the Department can make such purchases, an approval from the state. Required for approval is a Dr. Prescription and a therapist's prescription. This purchase assists a child who is confined to a wheel chair and helps them do everything from the wheel chair, allowing for more independence using an ipod and a communication device, called a dynavox. Because this was purchased on line, tax was assessed, but has been credited back since we are not for profit.
- c. Information Systems Department – moved to next month
- d. TV Studio: George Brandt summarized the current status of the TV Studio after the 2011 budget passed and staffing reduction that took place. He distributed a handout summarizing the reorganization discussions on how to keep the studio open. He reviewed temporary solutions to fill an immediate need until a long term plan is in place. That being increasing the hours of the current two part time staff to 28 hours each and the addition of a 3rd position, Control Room Operator for one hour per day, 5 days a week.
M/2nd by Suchla/Vold to approve the TV Studio reorganization plan as presented and approve and forward a resolution for a Control Room Operator position. Motion Carried.
8. Property Committee: Smick would like clarification on what property the Property Committee actually is supposed to oversee. Smick believes items such cell phones should be addressed by E/F, not Property Committee, because the IS department reports to E/F committee. Vold said that telephones have always fallen under property. Smick said Board rules are vague on duties. Vold said they can make changes to Board rules if needed. No action taken.
9. County Newspaper(s): Suchla said that at the last meeting, the committee discussed permanently designating the Trempealeau County Times as the official County paper. Chuck Gauger, Lee Henschel and Chad Nyseth addressed the committee regarding their concerns on issues, the County's rotation schedule and future use of newspapers in the County. The committee discussed costs and circulation. **M/2nd by Winters/Suchla to defer the discussion until the September, 2011 meeting. Motion Carried.**
10. Personnel Requisitions –
- a. Nurse position – Sherry Rhoda presented a requisition for a Public Health Nurse position that was vacant in the department. This vacancy is due to the promotion of a Nurse to the

Director position. **M/2nd by Winters/Geske to approve the resolution and forward to full county board for external recruitment. Motion Carried.**

b. Social Worker position – Jeff McIntyre presented a request to hire a Social Worker position due to a resignation of a Social Worker in the Children and Family section. M/2nd by Geske/Suchla to approve and forward to full county Board for external recruitment. Motion carried.

11. Postage Meter – Tom Bice suggested the Courthouse consider using a postal meter instead of stamps. Syverson said the County uses approximately \$40,000 in postage in a year. Bice and Syverson would do more research on cost, savings, vendors, etc. and bring the topic back next month.
12. 2011 Budget – Discussion on changes to the budget throughout the year. Renee Lyon presented information to the Committee an update of information she received regarding funding to her budget for 2011. Suchla said that some departments work off of projections and make changes and requests to the budget at the end of the year. He would like departments to make those adjustments now or as soon as they know, and not wait.
13. Schedule appearances of Departments overseen by committee – Smick said he would like to present a method of scheduling meetings with departments at next month's meeting.
14. Closed session per WI State Stat. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data @ 11:27 am **M/2nd: Geske/Winters. Roll Call taken. Vold –aye, Smick-aye, Suchla-aye, Winters-aye, Geske-aye. Motion carried.**
15. Reconvene into open session @ 11:50 am **M/2nd Suchla/Geske, roll call taken, Vold –aye, Smick-aye, Suchla-aye, Winters-aye, Geske-aye. Motion carried.**
16. Set date for next meeting on 02/7/2011 at 9:00 am.
17. Adjourn @ 11:51 AM by Chairman Vold.