

FINANCE COMMITTEE MINUTES

Room 213, West Square Building, 505 Broadway, Baraboo WI

Thursday, September 26, 2013

Members present: Tommy Lee Bychinski, Joan Fordham, Jason Lane, Andrea Lombard and William F. Wenzel
Others present: Brent Bailey, Kerry Beghin, Brian Cunningham, Becky DeMars, Jenny Erickson, Liz Geoghegan, Lynn Horkan, Wendy Klicko, Steve Koenig, Marty Krueger, Brentt Michalek, Sue Nagelkerk, Henry Netzinger, Steve Pate, Michelle Posewitz, Kathy Schauf and Tim Stieve.

The meeting was called to order by Chairperson Bychinski at 8:00 AM. Certification of open meeting compliance.
Motion by Lombard, second by Wenzel to allow supervisors and public to comment for 3 minutes after departmental presentations. Motion carried. Motion by Lane, second by Lombard to adopt the agenda. Motion carried.

Public Comment: None

Discussion and consideration of the 2014 County Budget.

Administrative/General Government Departments

Schauf noted functional group works to support all other functional groups. Highlighted resolution routing as key accomplishment still being refined.

Accounting: Beghin reviewed the Accounting department budget, trends and activities. More complexity and detail in areas of audit and grant reporting. There has been more call for analysis from public and the Board. Budget itself has very little change except full actuarial analysis of other post-employment benefits as required every other year.

Administrative Coordinator: Schauf noted the budget is essentially the same except \$150,000 has been added to accommodate the planning work of the justice continuum. Use of fund balance for funding the justice continuum work was discussed. 2014 will finalize all reporting for CDBG-EAP and focus on succession planning.

Building Projects: Future building projects will be incorporated into other departments.

Building Services: Stieve noted all facility related items fall in this budget. The complete replacement of 911 systems in budgeted in 2014. To enable consistent levy, the capital improvement team recommended annualized levy for replacement of large cost items. Stieve reviewed the utility budget lines and the oversight committee adjustment. A \$50,000 budget line item called renovation/refurbishment was budgeted to provide discretionary improvements and upkeep of facilities. The oversight committee increased the line to \$100,000 with the intention to repair the courthouse clock. Stieve noted he will be assisting with the oversight of the UW Baraboo science and student housing buildings. Schauf noted there will be an added layer of complexity in these building projects due to having three partners involved. Courthouse and other facility security were discussed.

Emergency Management: Stieve noted no significant changes; required programs continue with consistent funding.

Insurance: Stieve noted the self-insurance fund interest rates have been low. Losses from the prior year are charged out to the departments in the subsequent year.

Landfill Remediation: Stieve said there is currently no levy impact at this time. Long term care funds' interest has been lagging and the fund is behind schedule \$368,000. Estimate the fund will fall short of the DNR's 40 years funding requirement by approximately 12 years in 2034. Remediation expenses have stayed constant. DNR is requesting a plan due to foreseen shortfall in remediation funds. Alliant discontinued use of power generation from methane gas, and transition to flare was discussed.

Corporation Counsel: Klicko noted major county projects have legal components that required their office's involvement. The importance of resolution review was discussed.

County Clerk: DeMars reviewed the 2014 elections and county clerk duties. Replacement of voting equipment was discussed. Currently exploring the option of offering passport services.

Dog License: DeMars reviewed the processes and duties around the dog license fund. Automation of data has helped with reporting and tag reconciliation.

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Management Information Systems (MIS): Pate commented overall spending is down. He reviewed the computer replacement process and costs and his oversight committee direction to level out the replacement program budget. Working on policies and training issues around mobile devices. Plan to phase in mobile devices with committees. Broadband coverage and issues were discussed.

Personnel: Posewitz reviewed departmental responsibilities. She highlighted new section 125 administration fees and wellness programming in the budget. The class and compensation study timeline is on track for completion by March 2014. Comprehensive benefits review, performance appraisal process and implementation plan will be included as part of the study. Federal health insurance fees are part of 2014 insurance costs. Annual health insurance renewal is expected to be 9%; 12% is in budgets currently. The county has high claim experience which impacts the rate. Another provider is expanding in the area which could mean other options for health insurance in the future. Posewitz reviewed the remaining collective bargaining agreements and their status.

Treasurer: The Treasurer's office has just completed the first full year on the new tax system and they continue to maximize the system's capacity. She highlighted output measures. The interfund interest and payment in lieu of taxes was reviewed. The known real estate property tax chargeback is budgeted. Tax deed properties, trends and their complexities were discussed. Interest rates continue to be low. Building razing legislation changes were reviewed.

Recess at 11:08 until 1:00 PM.

Resumed at 1:00 PM

Land Resources Departments

Pate noted all functions are related to land resource management and the group collaborates regularly.

Arts, Humanities & Historic Preservation: (previously presented, 1:00 pm, Wednesday, September 25)

Conservation, Planning & Zoning (CPZ): Michalek reviewed budget changes over last five years. He summarized the programs and slight increase in two fee revenue sources. Easements and their maintenance were discussed. Various conservation projects were reviewed.

Land Records Modernization (LRM):

Pate reviewed the background and activities of LRM. Fees and fund balance cover the costs of activities. Continue to focus on delivery of information to public and recording land records. Other large project is GIS migration to new mapping system and web application. Due to limitation of resources plan to utilize more consultant time.

Parks: Koenig highlighted budget has no levy increase. In 2014 Lake Redstone dam is scheduled for inspection again, but do not expect any issues. No outlay in budget. Comprehensive outdoor recreation plan to be completed in 2013; working with stakeholders, public and UW Extension. The County role in rails to trails program was discussed, as well as the Weidman Woods property.

Register of Deeds: Budget similar to last year. Bailey highlighted changes in revenues and expenses. Working towards credit card capability on the website in 2014.

Surveyor: previously presented 9/10/2013.

UW-Extension: Erickson and Nagelkerk reviewed mission of extension. Erickson reviewed the budget highlights noting increase in Fair Board outside agency request of \$5,000. The Extension's fair responsibilities were discussed.

Public Comment: None

Motion by Wenzel, second by Fordham to adjourn the meeting. Motion carried. 2014 Budget presentations will begin at 8:00 AM on Monday, September 30, 2013.

Respectfully submitted, Joan Fordham, Finance Committee Secretary