

FINANCE COMMITTEE MINUTES

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

Thursday, September 29, 2016

Members present: Tommy Lee Bychinski, Mike Flint, Marty Krueger, Eric Peterson and Kristin White Eagle
Others present: Judy Ashford, Brent Bailey, Kerry Beghin, Kevin Calkins, Ian Crammond, Jim Daniels, Pat Dederich, John Dietz, Jenny Erickson, Becky Evert, Kelly Felton, Renae Fry, Liz Geoghegan, Leo Grill, Greg Hahn, Lynn Horkan, Jeff Jelinek, Tom Kriegl, Janelle Krueger, Sue Ann Kucher, Lewis Lange, Todd Liebman, Jessica Machovec, Sheriff Meister, Sue Nagelkerk, Yvonne Neumann, Steve Pate, Michelle Posewitz, Jeff Spencer, Matt Stieve, Carrie Wastlick, Bill Wenzel and media

The meeting was called to order by Chairperson Bychinski at 8:00 AM. Certification of open meeting compliance was given.

Motion to adopt the agenda by Flint, second by White Eagle. Motion carried.

Public Comment: None

Discussion and consideration of the 2017 County Budget.

Administrative/General Government Departments

Fry reviewed the group's objectives and goals for the functional group.

Accounting: Beghin recapped the trends toward more complexity in audit, demand for transparency, increased Governmental Accounting Standard Board (GASB) requirements, and increase in detail of grant reporting. The 2017 budget changes include consultant dollars for Affordable Care Act (ACA) required filing. The audit contract will be bid, additional dollars were added for anticipated higher contract cost due to increasing GASB requirements.

Administrative Coordinator: Fry noted an amount for economic development projects is an addition to this budget. With no known projects at this time, the budget does not include consulting dollars.

Building Services: Crammond reviewed the staffing and departmental reorganization resulting from the Emergency Management, Buildings and Safety (EMBS) Director retirement. He reviewed the cost saving energy measures funded by fund balance, and other upgrades to be proactive in technology. Crammond noted the budget does not include a late addition of \$15,000 by the Property & Insurance Committee to purchase art. The committee discussed routine maintenance of the buildings, as well as the building security study and its implementation. Discussed the use of fund balance for appropriate major projects. Crammond noted the capital improvement plan for 2018 includes renovation of the Courthouse third floor for additional space utilization.

Corporation Counsel: Liebman reviewed the department's legal activities for the County. He reviewed his staffing changes in 2016 and the modest increase due to these changes. Other minor reductions in expenses were made.

County Clerk: Evert noted the department is statute driven. In 2016 a position was restored. She noted that there are only two elections in 2017. Also new to the department are passport services. At this time it is unknown the impact of passport revenues.

Dog License: Evert explained the program.

Emergency Management (EM): Jelinek reviewed the grants that for the department. Grant amounts will remain steady. He reviewed the staff changes with the EMBS director retirement. He spoke about planning, preparedness and mitigation in emergency situations and his work across the county.

Insurance: Beghin reviewed the status of the self-insurance fund.

Landfill Remediation: Crammond reviewed the current activities and maintenance of the landfills.

Management Information Systems (MIS): Pate noted the increase in tax levy is due to the addition of the management of the telephone system due to the retirement of EMBS Director. In addition, there are one-time dollars funded by fund balance for consulting support of the phone system. He discussed the changes in web development, with departments maintaining their web content and the reduction of staff to a part-time position. Pate and the committee discussed the MIS capital outlay, system support, and licensing and maintenance trends.

Personnel: Posewitz noted the transfer of safety and risk management staff and oversight to Personnel with the EMBS Director retirement. She remarked on the complexity and increased open records requests, Employee Assistance Program (EAP) utilization, and reporting. She commented on the ever changing world of healthcare and costs. She noted the insurance contract will be bid again for 2018, and there is a significant increase in costs expected. The County will need to be creative to arrive at an affordable health care plan.

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Treasurer: Geoghegan reviewed department duties, goals and objectives, and state mandates. She reviewed the change in staffing and need for property listing combining with GIS position. A current GIS staff will be reallocated with shared funding between the Treasurer and Land Records Modernization funds. She discussed tax deeds and challenges of maintenance and resale.

Workers Compensation: Posewitz reviewed the favorable rating and success of the self-funded program. She noted losses have been level over last 3-4 years and the fund has remained steady with no significant changes.

Libraries: Judy Ashford and Sue Ann Kucher reviewed the library request and the statutory formula.

Arts, Humanities & Historic Preservation: Ashford reviewed the requested budget. The Sauk County Historical Society requested an additional \$4,000. Erickson commented on the draw the arts programs bring to the County. Ashford commented on the grant review and award process and noted the grants vary across the county.

Land Resources departments

Pate reviewed the functional group's goals including sharing resources and customer service.

Conservation Planning & Zoning (CPZ): Fry reviewed the goals, objectives and budget for the department. The increase to operations is in large part due to reallocation of a planner's salary moving from carryforward funding to levy funding. Not budgeting for any changes in the fee structure or permitting revenues.

Land Records Modernization (LRM): Pate reviewed departmental functions as a combination of the GIS and mapping functions. He reviewed the goals, objectives. Funding is levy neutral. He highlighted changes and the sharing of an FTE between LRM and Treasurer real property lister for continuity between departments. Additionally, a grant has been obtained to support ongoing initiatives. Fund balance has been maintained through fees and grants received.

Parks: Matt Stieve reviewed the change to increase hourly wage for part-time seasonal staff due to the struggle to get quality applicants; increasing the budget for dam maintenance/repair for six county dams. Lake Redstone dam repairs are still being determined. Outlay includes various equipment and new multi-purpose parks building. Parks revenues were discussed.

Register of Deeds: Bailey reviewed his goals, objectives and budget request. On-line recording and access were discussed.

Surveyor: Dederich commented on his budget request noting there is minimal change.

UW-Extension: Erickson and Nagelkerk reviewed the department goals, objectives, community outreach and education. The budget has a slight decrease due to staff reorganization. She described the cooperative agreement between the county and state.

Recess at 11:50 until 1:00 PM.

Resumed at 1:00 PM

Justice and Public Safety departments:

Grill reviewed the functional group's mission, vision and goals. He noted, for the most part, they provide essential services mandated by statutes. Grill highlighted the movement towards paperless processes.

Child Support: (previously presented 9/13/16)

Circuit Courts: (previously presented 9/13/16)

Clerk of Courts: Wastlick reviewed goals and objectives for the department. She commented on the department's collection efforts. She highlighted trends for the department.

Coroner: Hahn noted the budget does not have much change. He reviewed cremation permits, and autopsy and laboratory expenses and trends.

Court Commissioner / Family Court Counseling Service: Grill reviewed the department budget. The budget has minimal changes, mostly labor expenses with some revenue adjustments.

Criminal Justice Coordinating Council (CJCC): J Krueger commented on the budget and the primary changes. A Treatment and Diversion grant has been awarded. This grant will help fund a shared position with the Sheriff Department for mental health. Other program areas, sober housing, transportation and monitoring were discussed. Krueger reviewed the contracted services.

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District Attorney (DA)/ Victim Witness: Calkins reviewed the budget request. He commented on the Sexual Assault Justice Initiative (SAJI) grant and the contracted services. The Committee discussed increasing caseloads and prosecution.

Drug Seizures: Sheriff Meister reviewed drug seizure funds and noted they can only be used for drug related activities.

Jail Assessment: Sheriff Meister commented jail assessment funds pay off debt for the Law Enforcement Center (LEC).

Register in Probate: Daniels reviewed the budget request and mandated services. He noted the Court Appointed Special Advocate (CASA) program has been returned to the department's budget.

Sheriff Department: Sheriff Meister reviewed the department's budget. He noted the increase due to the labor costs and the oversight committee approved increase in inmate bed rental income. He commented on trends and history of inmate bed rentals and the risk of increasing this revenue source. The Committee discussed the inmate bed rental and other options for savings such as jail programming, patrol officers, patrol boat purchase and mental health services. Lange commented the current jail medical provider is not renewing its contract with the County. A new health care provider will most likely cost an additional \$60,000; this expense is not currently in the 2017 budget. Sheriff commented on the fixed staff post requirements. The Committee discussed the importance of jail programs. **Motion by M Krueger, second by Flint to allow a supervisor to speak for a second time for two minutes. Motion carried.**

Public Comment: None

Motion by Flint, second by Peterson to adjourn the meeting. Motion carried.

Respectfully submitted,

Kristin White Eagle
Finance Committee Secretary