

FINANCE COMMITTEE MINUTES

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

Wednesday, September 27, 2017

Members present: Tommy Lee Bychinski, Mike Flint, Marty Krueger, Eric Peterson and Kristin White Eagle
Others present: Judy Ashford, Brent Bailey, Brian Becker, Kerry Beghin, Susan Blodgett, Cindy Bodendein, Sharon Boesl, Alene Bolin, Stephanie Box, Dan Brattset, Darin Carignan, Staci Dankert, Pat Dederich, Jenny Erickson, Joan Fordham, Liz Geoghegan, Pat Gavinski, Tara Hayes, Jeff Hoffman, Lynn Horkan, Tom Kriegl, Sue Ann Kucher, Amy Merwin, Stephanie Neumann, Adrienne Olson, Steve Pate, Tony Tyczynski, Jennifer Vosen, Cathy Warwick, Carrie Wastlick, Lisa Wilson and media

The meeting was called to order by Chairperson Bychinski at 8:15 AM. Certification of open meeting compliance was given.

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

Public Comment: None

Discussion and consideration of the 2018 County Budget.

Bolin commented on all the work put into budget. She noted it is a good reflection of County's vision and mission. She reminded the Committee that the health insurance adjustment will need to be made to the budget; the budget before the Committee still includes health insurance at 15%, not the negotiated 5.77%. The budget does include an estimated 1.5% projected law enforcement represented wage increase and a 1% wage increase for all other employees. All new positions and reclassifications are also in the budget, these will be considered later at a joint Personnel/Finance meeting. She noted the budget currently includes a \$900,000 increase in sales tax revenue. Bolin noted this increase most likely cannot be replicated in future years. Bolin encouraged the Committee to look at sustainability and programs as the budget is reviewed.

Public Works – Highway: Interim Commissioner Carignan commented the budget maintains routine and winter maintenance with some scaled back road maintenance. Budget includes reclassification for numerous staff to help with recruitment and retention. Expect fuel costs to maintain flat and price of salt is decreasing. Bridge aids are decreased. Road maintenance, construction, bridge aids and state funding were discussed.

Emergency Management: Jelinek reviewed the programs and responsibilities of the department. Funding expected to remain the same for 2018. Budget includes a new vehicle.

Health & Human Services/Supportive Services Departments

Blodgett noted the relationships throughout the year between the departments. Medicaid changes are a concern for this group and could significantly affect the County and Medicaid recipients.

Aging & Disability Resource Center (ADRC): Blodgett noted the mission of the ADRC. The percent of elderly and the number of contacts at the ADRC is increasing. Budget includes additional dollars for transportation. ADRC space needs and funding for the remodel and move were discussed. The department will still have office hours in the Reedsburg office and continue to maintain a presence in the various communities across the County including home visits.

Environmental Health: Bodendein commented on the accreditation and agent status changes in 2017. The County is now full agent, no levy in this department except for the human health hazard program.

Public Health: Bodendein noted the department's accreditation success. Also looking to be a level 3 health department, allowing for more state funding. She reviewed the grants and programs for the department. She noted the budget includes a levy funded registered nurse (RN) for the Nurse Family Partnership (NFP) program. Other positions in this program have been grant funded, however, at this time there are no dollars for Sauk to expand. The RN would serve an additional 20 families, obviating a waiting list. Warwick noted NFP has large community support; it is evidence based and results in long term benefits. The department is working on a NFP cost analysis to provide to Committee. Bodendein commented on the upcoming community health needs assessment in conjunction with the local hospitals.

WIC: Bodendein noted numbers are down in this program. The caseload decrease is due to the economy and more people working. No levy in this program.

Health Care Center (HCC): Vosen reviewed the services including the partnership with the ADRC for meals preparation. The HCC is a five-star rated facility. She reviewed the increased number of referrals and insurance reimbursements. The 2018 budget includes increased revenues based on known trends and pay sources. A thorough review of supplies and service expenses allowed for a 2% decrease. Debt service also decreased due to refunding. She commented on the upcoming needs assessment looking into expanding the long term care campus and service options. Dementia needs were discussed. Discussed the census and balancing funding sources.

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Human Services (HS): Brattset noted there have been numerous retirements and staff changes allowing the department to shift and realign staffing. Current budget includes additional 3 positions and also includes reclassification of 4 staff to lead workers to aid supervisors and be part of oversight and decision making. Brattset noted this is the third and final year in the Medication Assisted Treatment (MAT) grant. In the County 200 have been served and another 150 served in partner counties. Those served are in acute late stages of addiction, the transition of losing the grant will be a challenge. Brattset touched on the mandated services in the department and the complexity of the programs. He noted the department uses combined private and public partnerships for a service delivery system. Placement for difficult cases were discussed. Discussed the increase in the juvenile justice cases placed in State Corrections. Increasing costs and funding remaining flat present many challenges. The Committee discussed the increase in outside agency requests.

Veterans Service: Tyczynski reviewed the budget and funding. The department includes a new part time position to help with call volume and administrative tasks. The position is needed due to the current Works Program contract expiring. Budget also includes continuing the social media contract for the annual amount of \$6,000. Discussed the results of the social media contract. Krueger noted placemaking includes looking at the social media infrastructure, looking to have an integrated approach to social media strategy.

Non-departmental accounts and general discussion.

CDBG-Economic Development / Revolving Loans, Emergency Assistance Program, Flood Recovery Small Business, Revolving Loan Fund-Housing: CDBG loan programs were reviewed. Bolin commented she has made efforts to promote the economic development program to the community in an attempt use this funding.

Debt service: Beghin noted the debt service fund is only for the LEC debt. HCC debt is in the HCC fund. Beghin reviewed the debt service payments and the smoothing of debt service payments over multiple years. Amounts are segregated and cannot be used for anything else. After 2021 this fund will not exist unless there is additional debt in the future.

General non-departmental: Beghin reviewed the general non-departmental line items. She touched on increased budget for sales tax of \$9million, the order that sales tax revenue must be used: 1) debt service, 2) capital projects, 3) offset tax levy. She reviewed other non-departmental revenues and expenses including vacancy factor, contingency fund, and general fund balance.

Motion by Krueger to recess until 1:00 PM, second by Flint. Motion carried.

Recess at 11:28 until 1:00 PM.

Resumed at 1:00 PM

Libraries: Ashford reviewed the library funding calculation. Kucher reviewed the library request as determined by the operating expenditures combined with prior year circulation numbers. 70% reimbursement is mandated; in the recent years the County has funded the request at the 100%. Kucher noted library reformation at the state level is underway. She shared the percentages and various usages. Libraries are still highly utilized just being used differently, programs are reaching many populations in the community.

Art, Humanities & Historic Preservation: Ashford noted amounts have not changed. In 2017 there were \$28,000 of grant requests that were not able to be met due to limited funding.

Land Resources departments

Pate noted the group is tied together by use of land resources.

Conservation Planning & Zoning (CPZ): Wilson noted the mission and priorities of the department. Many programs are mandated some rely on levy, some do not. State budget was just finalized, funding amounts still need to be communicated. Budget includes funding for two clean sweeps. Wilson explained the multi discharge variance program and the conservation practices. Placemaking transferred from the CPZ budget to the Administrative Coordinator.

Land Records Modernization (LRM): Pate noted this program is mostly funded through earmarked fees collected. Budget includes funding a certified survey map (CSM) module to upgrade the current CPZ permitting system.

Parks: Stieve previously presented 9/12/2017 and is excused from this meeting. Flint noted a new building design has been provided and a new RFP will be going out. Hopeful that it will be closer to available budget. The budget for the new building was discussed. Bolin noted the beach erosion project in the budget is a short term solution, additional dollars would be needed for a long term solution. Consensus to have Stieve attend next Finance meeting to discuss Park budget.

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Register of Deeds: Bailey noted budget is very similar to last year's budget with minimal adjustments. A slight decrease in fees.

Surveyor: Dederich commented there no increase in the levy request. Discussed possible changes in the re-monumentation program. The changes would just between line items but not and increase in expense.

UW-Extension: Erickson introduced Hoffman as the UW Area Extension Director. The UW Extension has gone to a regional design of management. Erickson highlighted the change in the agent contract: previously 4 contracted educators' expenses split 60% university, 40% county. New contract will be a flat fee based for specific educators, the new split is closer to 50/50. Staffed fully at four program educators would mean a budget increase. Erickson noted they hope to fill the currently vacant positions in early 2018. Discussed the resource needs in the County.

Non-departmental accounts and general discussion.

County Board: Krueger noted the substantial part of the budget is the per diem/mileage for County Board as best estimated attendance. Next year's WCA conference will be out of the area resulting in an increase for meals and lodging. Budget includes costs to replace voting, microphone and cameras in the County Board room. Pate shared the current system was installed in 2002, is outdated and no longer supported, parts are difficult to find. The upgraded system will include more features and be supported. If choose not to replace the system it, at some point, it will not be repairable.

Outside agencies: Beghin pointed out the outside agency summary. Committee will postpone further discussion to tomorrow.

Motion by Krueger, second by Flint to reduce the Emergency Management vehicle outlay amount from \$30,000 to \$24,000 and use \$80,000 of general fund balance for the voting system, cameras and microphone system in the County Board budget. Motion carried.

Public Comment: None

Motion by Flint, second by White Eagle to adjourn the meeting. Motion carried.

Respectfully submitted,

Kristin White Eagle
Finance Committee Secretary