

## FINANCE COMMITTEE MINUTES

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

Thursday, September 27, 2018

Members present: John Dietz, Tom Kriegl, Kevin Lins, Bill Wenzel and Kristin White Eagle  
Others present: Kerry Beghin, Susan Blodgett, Sharon Boesl, Alene Bolin, Stephanie Box, Kevin Calkins, Stacie Dankert, Ed Geick, Leo Grill, Greg Hahn, Tara Hayes, Bryant Hazard, Lynn Horkan, Glen Johnson, Marty Krueger, Lewis Lange, Janell Lennon, Jessica Machovec, Sheriff Richard Meister, Amy Merwin, Yvonne Neumann, Daniel Olson, Pat Rego, Diane Reinfeldt, Judge Michael Screnock, Chuck Spencer, Jeff Spencer, Donna Stehling, Peter Vedro, Jennifer Vosen, Cathy Warwick, Carrie Wastlick, Phil Wedekind and media

The meeting was called to order by Chairperson Dietz at 8:15 AM. Certification of open meeting compliance was given. **Motion by Lins, second by Wenzel to adopt the agenda. Motion carried.**

Public Comment: None

### Discussion and consideration of the 2019 County Budget.

Beghin noted the hard work by oversight committees and departments results in \$87,000 over levy limits. The budget includes 2.5% cost of living increase for non-represented employees and an adjustment to budget figures reducing health insurance increase from 6% to 5%. Budget also has a significant use of general fund balance. Bolin commented on looking long term and keeping sustainability and use of fund balance in mind. Current budget includes sales tax revenue at the same level as 2018 budget.

Law Enforcement & Safety departments:

Coroner: Hahn commented the budget is not changed much compared to 2018. Some minor changes due to autopsies and toxicology needs. Budget includes a new replacement vehicle.

District Attorney / Victim Witness: Calkins noted increase to budget, mostly due to labor costs. Department has a grant through August 2020, brings more attorney resources to the department.

Drug Seizures: Meister noted this account can only be used for drug fighting items. For example, this year they purchased a drone with a heat seeking camera unit. He noted that 50% of confiscated dollars go to schools.

Emergency Management: Bolin reviewed the budget on behalf of Jelinek. Budget includes a limited term employee for flood recovery disaster management coordination. She spoke of Community Development Block Grant opportunities that will be options for flood recovery. Flood zone and mapping, environment and flood unpredictability were discussed.

Jail Assessment: All dollars go to pay debt service through 2021.

Sheriff: Meister reviewed the budget and the vacancy factor accounting change. The budget includes revenues for 42.25 bed rentals based on a 5 year average. Bed rental revenues and volatility were discussed.

Non-departmental accounts and general discussion.

### County Board:

Beghin commented budget was put together with Vedro and Bolin. Beghin highlighted capital items in 2018 budget that are not recurring in 2019. Can carry forward funding if projects not complete in 2018.

Community Development Block Grant (CDBG) -Economic Development (ED) / Revolving Loans, Emergency Assistance Program (EAP), Flood Recovery Small Business (FRSB), Revolving Loan Fund – Housing: Beghin reviewed the various CDBG programs. Budget is built to participate in the CDBG ED close out program, repayment to state for outstanding loans and application for grant projects to meet Housing and Urban Development (HUD) national objectives. The existing de-federalized loans would continue repayment, the principal and interest is in General Fund accounts. Net impact to levy is zero. General Fund balance is used to pay back the state. There will need to be a County Board action to make this happen. The State substantial amendment has not yet been approved by HUD. The Committee discussed the use of the de-federalized funds that will come into the County over the next 20 years.

Likely the CDBG EAP fund will be resurrected to deal with the 2018 floods. These would be federal dollars passed through the state to the county.

The CDBG FRSB fund resulted from the 2008 flooding and is completed. Not sure at this time if these funds will be reactivated.

CDBG Housing funds renovate homes and loans are not due until home ownership changes. No county dollars in this program.

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Debt service: Beghin noted the debt service fund is only for the Law Enforcement Center (LEC) debt. Health Care Center (HCC) debt is in the HCC fund. Beghin reviewed debt service payments and smoothing of debt service levy 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. Beghin reviewed the opportunity to call the HCC debt and savings this could bring. Current constructed budget does not include using fund balance to call debt. Committee discussed weather to build call in the budget or not.

General non-departmental: Beghin reviewed the general non-departmental line items. Sales tax budget and its use were discussed. 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.

**At 10:40 AM motion to recess until 11AM by White Eagle, second by Lins. Motion carried.**

**At 11:00 AM motion to resume by Lins, second by Wenzel. Motion carried.**

Justice departments:

Judge Screnock reviewed efficiencies are always being explored to include updating video equipment and looking at number of potential jurors to call. He highlighted that there have been three new judges over a short time period and staff are working well through transitions.

Circuit Courts: Screnock noted the judicial district has been absorbed into other districts. Court appointed attorney fees and volatility of jury trials were discussed. Support of Criminal Justice Coordinating and treatment court was discussed.

Clerk of Courts: Wastlick noted Sauk County is one of the leaders in implementing e-filing. E-filing has changed the processes resulting in changes in office function. The budget reflects changes to the court appointed counsel and guardian ad-litem rate increases. With those added expenses, collection efforts will hopefully offset increased expenses. Collection agencies have been able to consistently collect. The department has taken on the restitution collections also, collecting for all adult and juvenile cases.

Court Commissioner / Family Court Counseling Services:

Grill commented on teamwork and coordination between the departments. The budget does not change much year to year. He reviewed recent staffing changes. The pro se process is being reviewed in effort to help streamline cases and time spent in court. The cases remain static compared to other years.

**At 11:52 AM motion to recess until 1:00 PM by Lins, second by Wenzel. Motion carried.**

**At 1:00 PM motion to resume by White Eagle, second by Lins. Motion carried.**

UW Baraboo/Sauk County: Geick reviewed the budget request, regular maintenance/repairs and outlay for facilities. Beghin noted the budget also includes \$50,000 for theatre renovation. The city/county partnership awaits planning direction from the UW system.

Continued Non-departmental accounts and general discussion.

Outside agencies: The committee reviewed the outside agency summary. Consensus to have the Wormfarm present to the Finance Committee concerning their request, sustainability and needs for funds in the future. Bolin noted that the Wormfarm also receives grant funds through the UW Extension arts program. Tri-County Airport was discussed, Bolin commented the three counties are working toward a re-write of the very old agreement. A runway will need to be redone in the near future. The animal shelter contract, services and increase were discussed. Bolin noted the contract is being worked on to help with some of the complaint issues.

Health & Human Services departments:

Vosen reviewed the functional group's mission. The departments touch the lives of most vulnerable populations in the county from before life through death. She gave examples of departmental collaborations.

Aging & Disability Resource Center (ADRC): Blodgett reviewed piloted projects and results from 2018. The successful, low cost breakfast bag program is budgeted to continue. Lake Delton site will be reduced to a meal site only since activities were not well attended. She highlighted transportation as very important to the ADRC population. She noted the budget includes the purchase of a new bus to replace one that often breaks down. She reviewed the hot and frozen meal program and partnership with the HCC. She also noted the oversight committee is encouraging ADRC to find other congregate restaurant models similar to the successful Plain model. She noted the increase in dementia related symptoms and the need to support and give respite to their caretakers. All programs are designed to support people as they age or go through disabilities. ADRC Committee has developed changes decreasing the original request budget by \$48,990.

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Health Care Center (HCC): Vosen reviewed facility services, staffing and citation-free survey awards. HCC is ranked in the top 5% nationally. The supplemental payment will remain in the HCC fund beginning with the 2019 budget; the accounting change was discussed. Continue to look at staffing efficiencies and make adjustments, reducing two staff based on efficiency study. She reviewed revenue trends, the effects of the rating scale, and value based purchasing. The budget is based on 90% occupancy; trends are showing a decrease across the nation. Waiting lists, occupancy rate and funding sources were discussed. She commented that appropriate placements and staffing are constantly being evaluated.

Health Departments-Environmental Health (EH): Just completed first year of full agent. She reviewed the activities and changes for the EH budget.

Health Department-Public Health: Hayes reviewed the 3 new positions requested in the budget. The Board of Health will have a special meeting next week to consider adding an administrative position instead of the dental position. This would reduce the current requested budget. The majority of professional staff are doing their own clerical tasks and grants continue to be administratively intense.

Health Department-Women Infant & Children (WIC): Not much change with this budget, program does not include tax levy. Caseload is steady and federal funding remains consistent.

Human Services: Brattset noted budget contains a zero levy increase and has 4 new positions. He reviewed the new positions and statistics/benchmarks indicating staffing need. 2019 includes the accounting change moving \$110,000 of vacancy factor from the General Fund to the Human Services Fund. Continue to see growth in Comprehensive Community Services (CCS), a Medicaid wrap around team model program helping to decrease crisis. He reviewed the outside agency requests. Budget remains to be challenging, plan to continue to mitigate costly institutional costs. Wisconsin County Human Services Association is requesting from the state additional funding for child protective services, no increase has been seen in many years.

Veterans Service (previously presented 9/10/2018)

Public Comment: None

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

Respectfully submitted,

Kristin White Eagle  
Finance Committee Secretary