

**Administration Committee – Budget Hearings
October 10, 2013
Minutes**

Committee members present: Chairman David Hintz, Ted Cushing, Sonny Paszak, Denny Thompson, Jerry Shidell.

Others present: Lynn Grube (ITS); Margie Sorenson (Finance); Kris Ostermann and Tara Ostermann (Treasurer); Kyle Franson (Register of Deeds); Mike Romportl (Land Information); Freeman Bennett and Patti Wrycha (Highway); Supervisor Bob Martini; Larry Mathein (Medical Examiner); Jean Hansen (Land Conservation); Supervisor Tom Rudolph; Lisa Charbarneau (LRES); Kim Baltus (Minocqua Chamber of Commerce/Tourism Council); Supervisor Romelle Vandervest; Mayor Dick Johns; Dave Bast and Lynn Probst(Human Service Center); Diane Jacobson and Maria Cox (Department on Aging); Supervisor Bob Mott; Supervisor Candy Sorensen; Judge Bloom, Judge O'Melia, Deb Shawl and Kathy Belliveau (Circuit Court Branch I & II); Jonathan Anderson (media) and Kerri Ison (Recording Secretary).

Call to order: Chairman David Hintz called the meeting to order at 8:32 a.m. in the County Board Room of the Oneida County Courthouse noting the meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

Approve agenda: Motion by Shidell/Paszak to approve the amended agenda with order of items at the Chair's discretion. All ayes; motion carried.

Sorenson reviewed actions taken yesterday. Discussion followed.

ITS: Grube was present to discuss the ITS 2014 proposed budget. Lengthy discussion was held regarding VOIP (voice-over IP) project including cost, time line and potential savings.

- Motion by Shidell/Cushing to reduce Central Telephone costs by \$15,000. Grube will return on Friday with estimated savings once VOIP is implemented. All ayes; motion carried.
- Motion by Cushing/Thompson to reduce 51450.522005 (telephone) from \$12,000 to \$11,000. All ayes; motion carried.
- Motion by Cushing/Hintz to reduce 51450.523202 (machinery repair) from \$5,000 to \$4,000. All ayes; motion carried.
- Motion by Cushing/Shidell to reduce 51450.531103 (central purchasing) from \$5,799 to \$4,799. All ayes; motion carried.
- Motion by Cushing/Hintz to reduce 51450.531305 (other travel) by \$2,000. All ayes; motion carried.
- Motion by Cushing/Paszak to forward the tentative 2014 ITS budget to County Board for their consideration. Discussion followed regarding phasing out fax machines. All ayes; motion carried.

Treasurer: Kris Ostermann was present to discuss the Treasurer's 2014 proposed budget. Discussion was held regarding central purchasing expenses.

- Motion by Hintz/Paszak to tentatively accept the Treasurer's 2014 budget and forward to County Board for approval. All ayes; motion carried.

Register of Deeds: Franson was present to discuss the Register of Deeds 2014 proposed budget. Lengthy discussion was held regarding the redaction project including time line to finish, costs and the possibility of charging employee time to the project account. Lengthy discussion was held regarding staffing levels, workload and response time. Franson was asked to research how much time his staff

and ITS staff spends on the redaction program and the possible use of the continuing appropriation funds to reduce personnel costs and report back to this Committee on Friday. Shidell wondered if technology could be implemented now to reduce personnel costs for the upcoming budget.

- Motion by Thompson/Paszak to tentatively accept the 2014 Register of Deeds budget and forward to County Board for approval. Discussion followed. All ayes; motion carried.

Highway Department: Bennett and Wrycha were present to discuss the Highway Department 2014 proposed budget. Wrycha provided a budget comparison and a history of maintenance costs. Lengthy discussion followed regarding the budget increase due to construction and replacement schedule. Lengthy discussion was held regarding general maintenance line item. Discussion was held regarding the Routine Maintenance Agreement with the State.

- Motion by Cushing/Thompson to reduce the Highway Department budget by \$100,000. Discussion followed. Motion by Shidell to amend original motion to reduce the Highway Department budget by \$150,000. Motion failed due to no second. Ayes-four; nay-one. Motion carried.

Veteran's Service: Walters was present to discuss the Veteran's Service Office 2014 proposed budget. She requested the return of \$650 to her budget which was earmarked for an LTE that was denied by LRES. Walters noted when the LTE was hired in 2008 the funds came from the non-personnel budget. Lengthy discussion followed.

- Motion by Thompson/Paszak to tentatively accept the 2014 Veteran's Service budget as presented. All ayes; motion carried.

Other budgets: Discussion followed on other budgets including Commissions and Committee's budget and reserve for contingency.

- Motion by Thompson/Cushing to increase the sale tax revenue line item 59990.412210 by \$25,000. All ayes; motion carried.
- Motion by Thompson/Paszak to increase the sale of county land line item by \$10,000. All ayes; motion carried.

Shidell suggested implementing some type of employee furlough. Discussion followed.

Medical Examiner: Mathien was present to discuss the Medical Examiner 2014 proposed budget. Discussion followed regarding shared services.

- Motion by Cushing/Hintz to tentatively accept the Medical Examiners 2014 budget as presented. All ayes; motion carried.

Land Conservation: Hansen, Rudolph and Martini were present to discuss the 2014 LWCD proposed budget. Discussion followed regarding DATCP funding, Wildlife Damage Program and possible grant award. Hansen noted a 25% match is required for the DNR lake management grant; however, funds allocated in this proposed budget are not required as the County Conservationist salary will be used to reach the required match.

- Motion by Hintz/Thompson to remove \$8,000 from 56140.531487 (lakes planning grant). All ayes; motion carried.
- Motion by Cushing/Paszak to tentatively approve the 2014 Land Conservation budgets as amended and forward to County Board for their approval. Ayes-four; motion carried. (Shidell was out of the room at the time of the vote.)

Martini recommended \$23,950 from line item 101.342030 be used for Broadband improvement. The

Committee recommended this be brought up at full County Board as those funds are designated by resolution.

Wages: Charbarneau and Cushing worked together to negotiate a 0% increase in health insurance premiums for 2014 -- realizing \$261,000 in savings. Changes will not affect level of coverage for employees. LRES recommends using \$161,000 of those savings to implement the Carlson-Dettman survey and apply \$100,000 to the 2014 budget. Discussion followed regarding the Carlson-Dettman study and implementation plans.

- Motion by Cushing/Hintz to apply \$100,000 of health insurance savings to reduce the 2014 tax levy. All ayes; motion carried.

Recess: The Committee recessed at 12:10 p.m. and reconvened at 1:30 p.m.

Continue 2014 budget hearings: Sorenson reviewed actions taken thus far.

Tourism: Baltus was present to discuss the proposed 2014 Tourism budget. Baltus reviewed how funding was used this past year. Discussion followed regarding advertising results, increases in sales tax and room tax income.

- Motion by Shidell to reduce the Tourism budget by \$20,000. Motion failed due to a second.
- Motion by Shidell to reduce the Tourism budget by \$15,000. Motion failed due to a second.
- Motion by Thompson/Paszak to reduce the Tourism budget by \$10,000. Discussion followed. Mayor Johns noted tourism plays a large part in economic development efforts. Vandervest noted the Tourism Council is looking to expand their marketing efforts to closer locales for day/weekend trips and would be able to do that with the full request. The Council has also had commercials shoots done to be used in the coming year which will not be aired without full funding. Discussion was held regarding the five-county grant. Roll call vote: Shidell-aye; Thompson-aye; Hintz-nay; Cushing-nay; Paszak-aye. Motion carried.

Human Service Center: Bast and Probst were present to discuss the proposed 2014 Human Service Center budget. Probst noted the Human Service Center is mandated to serve the most vulnerable constituents in the three-county area. State facility costs have increased significantly and some local contracted providers have not had an increase from 2006. These providers' facility costs have increased and the requested funding will be used to maintain these contractors to help avoid costly state facility placements. Lengthy discussion followed. Sorenson noted the Human Service Center is a department of the County. Bast indicated the other two counties have agreed to the funding increase. Discussion continued.

- Motion by Cushing/Thompson to tentatively approve the 2014 Human Service Center budget with the requested increase. Discussion followed. All ayes; motion carried.

Department on Aging: Diane Jacobson and Maria Cox were present to discuss the Department on Aging 2014 proposed budget. A budget summary was provided, noting only 22.67% is tax levy. Handouts regarding how the tax levy is spent, funding sources and a list of actions taken since 2011 to decrease the tax levy was also provided. Lengthy discussion followed regarding specific programs.

- Motion by Paszak/Thomopson to tentatively approve the 2014 budget request for the Department on Aging. Ayes-four; nay-one.

Public Health: Conlon was present to discuss the proposed 2014 Public Health budget. She provided a budget summary noting 30% of the funding is tax levy. Discussion followed regarding grant funding, programs, staffing levels and advertising. Candy Sorensen spoke in favor of the flu shot program. Discussion continued.

- Motion by Shidell/Cushing to increase flu revenue (54110.465108) by \$4,000 and decrease 54110.531401 (chemistry and lab supplies) by \$3,000. All ayes; motion carried.
- Motion by Hintz/Cushing to tentatively approve the 2014 Public Health budget as amended. Discussion followed. Ayes-four; nay-one. Motion carried.

Circuit Court Branch I & II: Judge Bloom, Judge O'melia, Kathy Belliveau and Deb Shawl were present to discuss the Circuit Courts 2014 proposed budget.

- Motion by Shidell/Cushing to tentatively approve the Circuit Courts budgets as presented. Sorenson suggested transferring \$5,000 from 51210.521206 (court appointed attorney) to 51210.521202 (guardian ad litem).
- Motion by Hintz/Shidell to amend the budgets as recommended by the Finance Director. All ayes; motion carried.
- All ayes; motion carried to tentatively adopt the Circuit Court budget as amended.

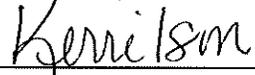
Discussion followed regarding the Family Court Commission line item. The position will now be paid an hourly contracted amount and costs are anticipated to decrease.

- Motion by Cushing/Hintz to reopen the Branch I & II budgets and adjust line item 52140.521201 (legal services) to \$61,000. All ayes; motion carried.
- Motion by Cushing/Paszak to forward the tentative revised 2014 budget to County Board for their consideration. All ayes; motion carried.

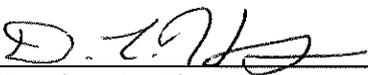
Sorenson recapped actions taken today, noting approximately \$464,000 is still needed to reach the goal set on Day 1. Discussion followed.

Adjournment: Motion by Hintz/Cushing to adjourn at 3:50 p.m. All ayes; motion carried.

Respectfully submitted,



Kerri Ison, Recording Secretary



David Hintz, Chair