

**Administration Committee – Budget Hearings  
October 8, 2014  
Minutes**

**Committee members present:** Chairman David Hintz, Ted Cushing, Robb Jensen, Bob Mott and Sonny Paszak.

**Others present:** Michael Schiek and Denise Briggs (District Attorney), Joe Brauer and Bob Heck (Airport), Tim Brown and Lynn Feldman (UWEX), Supervisor Tom Rudolph, Nancy Gehrig (Fair), Diane Jacobson and Maria Cox (Department on Aging), Linda Conlon (OCHD), Sue Otis and Bria Swartout (Humane Society), Kris Ostermann (Treasurer), Patti Wrycha and Jeri Cooper (Highway), Brian Dutcher and Lisa Jolin (Landfill), Margie Sorenson and Kerri Ison.

**Call to order:** Chairman David Hintz called the meeting to order at 8:30 a.m. in the County Board Room on the second floor of the Oneida County Courthouse. The meeting has been posted in accordance with Wisconsin's Open Meeting Law and the facility is handicap accessible.

**Approve agenda:** Motion by Paszak/Jensen to approve today's agenda as presented. All ayes; motion carried.

**District Attorney:** Schiek and Briggs were present to discuss the 2015 District Attorney's proposed budget noting a substantial decrease in personnel expenses due to a retirement, subsequent vacancy and new hire at a lower rate.

- Motion by Cushing/Mott to take \$2,798 from 101.342040 (OWI surcharge) and transfer to the general fund. All ayes; motion carried.
- Motion by Cushing/Mott to apply \$3,000 from general fund to the tax levy. All ayes; motion carried. Discussion followed regarding the criminal diversion fund.
- Motion by Mott/Paszak to approve the 2015 District Attorney's proposed budget as amended and forward to the full County Board for consideration. All ayes; motion carried.

**Airport:** Brauer and Heck were present to discuss the proposed 2015 Airport budget. A budget request summary was provided and Heck reviewed in detail. An \$11,000 increase is requested due to higher utility, gas and fuel expenses. Discussion was held regarding Delta service which is contracted through 2017. Discussion followed regarding tenant relationship with the County (UWEX), potential remodeling and air quality issues.

- Motion by Paszak/Jensen to approve the 2015 Airport proposed budget as presented pending receipt of a detailed budget for 2013-2015 and current fund balance. Lengthy discussion followed. All ayes; motion carried.

**Fair/UW-Extension:** Brown, Feldman and Rudolph were present to discuss the 2015 Fair and UWEX proposed budgets. The Fair request is an increase of \$201 due to an anticipated increase in entries thus resulting in additional premiums paid to exhibitors. The state provides 60% funding for premiums. Discussion followed regarding the Fair becoming self sufficient. Lengthy discussion continued. Jensen suggested a five-year plan be discussed with the committee of jurisdiction.

- Motion by Cushing/Mott to increase revenues by \$4,073 from applied continuing appropriation. Lengthy discussion followed. All ayes; motion carried.
- Motion by Hintz/Mott to approve the 2015 Fair proposed budget as amended and forward to the full County Board for consideration. All ayes; motion carried.

Brown noted UW-Extension noted a decrease in personnel expenses due to a change in staff.

- Motion by Cushing/Mott to approve the 2015 UW Extension proposed budget as presented and forward to the full County Board for consideration. All ayes; motion carried.

**Department on Aging:** Jacobson and Cox were present to discuss the 2015 Department on Aging proposed budget. A budget summary was provided and reviewed in detail. Request is a \$6,227 decrease (not including personnel expenses). Discussion followed regarding the Transit Commission.

- Motion by Mott/Paszak to approve the 2015 Department on Aging proposed budget as presented and forward to the full County Board for consideration. Lengthy discussion followed regarding congregate meals, home delivered meals, use of the facility and state funding. All ayes; motion carried.

**Public Health:** Conlon was present to discuss the 2015 Health Department proposed budget. A grant summary handout was provided and reviewed in detail. She noted there is an increase in personnel expenses, grant dollars and revenue. Lengthy discussion followed regarding flu revenue, services the department provides, fee schedules, new software implementation and infection control.

- Motion by Cushing/Jensen to approve the 2015 Health Department proposed budget as presented and forward to the full County Board for consideration. All ayes; motion carried.

**Humane Society:** Paremski and Swartout were present to discuss the 2015 Humane Society proposed budget. Several handouts were provided and reviewed in detail. Lengthy discussion followed.

- Motion by Paszak/Hintz to approve the 2015 Humane Society proposed budget as presented. Discussion followed regarding increased fundraising options and fund balances. Paszak/Hintz amended motion to decrease the 2015 Humane Society proposed budget by \$5,000. All ayes; motion carried.

Recessed for lunch at noon; reconvened at 1:30 p.m.

**Treasurer:** Ostermann was present to discuss the 2015 Treasurer's proposed budget. Lengthy discussion followed regarding the proposed personnel changes, increasing the part-time position from 50% to 55% and reducing LTE hours from 240 to 200 hours -- an increase of \$2,558.

- Motion by Jensen/Hintz to place \$2,558 in the contingency fund for the 55% position in the Treasurer's office. All ayes; motion carried. The position will be taken to LRES and the full County Board for consideration.
- Motion by Cushing/Paszak to approve the 2015 Treasurer's proposed budget as presented and forward to the full County Board for consideration. All ayes; motion carried.

**Highway/Landfill:** Wrycha and Cooper were present to discuss the 2015 Highway Department proposed budget. Several handouts were provided and reviewed in detail. The department requested to reallocate personnel savings of \$108,000. Discussion followed regarding safety and road supply cost increases.

- Motion by Cushing/Jensen to approve the 2015 Highway proposed budget as presented. Lengthy discussion followed regarding personnel/equipment rates, carry forward funds, depreciation, etc. All ayes; motion carried.

**Solid Waste:** Dutcher and Jolin were present to discuss the 2015 Landfill proposed budget. A summary of 2014 and 2015 budgets was provided and discussed in detail. It was noted the two notes due the County will be paid in full.

- Motion by Cushing/Paszak to charge the Landfill \$25,000 for indirect costs and apply to the 2015 levy. Discussion followed.
- Motion by Cushing/Jensen to approve the 2015 landfill proposed budget as amended and forward to full County Board for consideration. Discussion followed regarding employees, workload and building repair. All ayes; motion carried.

**Land Conservation:** Hansen and Rudolph were present to discuss the 2015 Land Conservation proposed budgets and reviewed in detail, noting a decrease of approximately \$200 not including personnel expenses. Discussion followed regarding the decrease in cost-share project funds. Discussion followed regarding specific line items.

Hansen reviewed the staffing proposal taken to LRES for a new position which was denied. She presented a new proposal to address department workload needs with two LTEs, eliminating the cost of benefits. Extensive discussion was held regarding fiscal impact of the positions, DATCP reimbursement, Land and Water Resource Management Plan goals, workload allocation of DATCP funding and the impact on the tax levy. There was concern/confusion regarding actual cost to the County.

- Motion by Jensen/Paszak to approve the 2015 Land Conservation proposed budgets as presented and forward to the full County Board for consideration; the staffing proposal shall be taken to the next LRES Committee for consideration. Discussion followed. All ayes; motion carried.

**Sheriff's Department:** The Sheriff's Department presented additional account adjustments as requested.

- Motion by Paszak/Hintz to accept the additional account adjustments to the 2015 Sheriff's Department proposed budget as presented. All ayes; motion carried.

**Capital Improvement Program:**

- Discussion was held regarding the request for the armored vehicle. Hartman noted Oneida County has been offered an \$114,000 grant toward the purchase of a new armored vehicle if funds are spent prior to 6/30/15. Discussion was held regarding the computer forensic lab. Motion by Paszak/Jensen to apply \$158,000 from the general fund for the armored vehicle (\$100,000) and computer forensics lab (\$58,000). All ayes; motion carried.
- The Sheriff's Department will cover the cost of the jail pod desks with remaining 2014 funds.
- Motion by Mott/Cushing to apply \$21,709 from the general fund for the UWEX phone system. All ayes; motion carried.
- Motion by Cushing/Paszak to apply \$80,000 from the general fund for the Virtual Desktop Hardware and Software. All ayes; motion carried.
- Motion by Cushing/Paszak to apply \$15,000 from the levy for the Courthouse condenser coils. All ayes; motion carried.
- Motion by Cushing/Mott to apply \$40,000 from the general fund for the 3<sup>rd</sup> floor renovation/ and \$10,000 for the Healthy and Aging HVAC systems studies.

- Almon Park parking lot, Social Services bathroom renovation and Buildings and Grounds furniture requests are included in departmental budgets.

**Review of entire 2015 budget:** Sorenson discussed several carry forward accounts including accrued payouts, E911 and Sheriff's Department records management project.

Total from general fund applied to capital projects: \$309,000. Total from general fund applied to operating expenses: \$310,000. Discussion followed.

Motion by Paszak/Hintz to forward the 2015 proposed budget to full County Board for consideration. All ayes; motion carried.

**Adjournment:** Motion by Cushing/Mott to adjourn at 3:55 p.m. All ayes; motion carried.

Respectfully submitted,

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Kerri Ison, Recording Secretary

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David Hintz, Chair