

FINANCE & INSURANCE COMMITTEE MEETING
Monday, June 8, 2009

MEMBERS PRESENT: Chairman Ted Cushing, Supervisors: John R Young, John Hoffman, and Franklin Greb. Andy Smith – arrived 8:55 a.m.

OTHERS PRESENT:

Kris Ostermann, Treasurer	Peter Wolk, County Board Supervisor
Marge Sorenson, Finance Director	Jeff Hoffman, Sheriff's Department
Tammy Walters, Veterans Director	John Sweeney, Sheriff's Department
Jill Butzloff, Sheriff's Department	Kay Jewel, Sheriff's Department
Diane Jacobson, Dept. on Aging	Nick Scholtes, Highway Department
Paul Spencer Jr, Social Services	Mary Rideout, Social Services
Mike Bloom, District Attorney	Lynn Grube, ITS
Bill Barnes, Robertson Ryan & Associates	Honorable Judge Mangerson
Charles Wickman, Supervisor	James Lillis, WPEG
John Potters, County Coordinator	Heather Schaefer, Rhinelander Daily News
Robert Brusio, County Clerk	Melodie Gauthier, Secretary

1. CALL TO ORDER

Chairman Cushing called the meeting to order at 9:00 a.m. in Committee Room #2 of the Oneida County Courthouse. He noted that the meeting notice had been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

2. APPROVE AGENDA

MOTION: (Hoffman/Greb) to approve the June 8, 2009 Amended Agenda. All "aye" on voice vote, motion carries.

3. APPROVE MINUTES OF PREVIOUS MEETING (S)

MOTION: (Greb/Young) to accept minutes of May 27, 2009 Finance and Insurance Meeting. All "aye" on voice vote, motion carries.

4. HIGHWAY – APRIL FUND BALANCES

Scholtes presented the Highway's April Fund Balances for approval.

MOTION: (Hoffman/Greb) to approve the Highway's April Fund Balances. All "aye" on voice vote, motion carries.

5. LIABILITY INSURANCE COVERAGE QUOTE. Bill Barnes, Robertson Ryan & Associates

Bruso explained a clause in the policy with Oneida County Mutual that states the County has to give a 6 month notice if we are going to change liability carriers. Six months would be July 1, 2009. The County needs to inform Oneida County Mutual the intent to consider options for competitive bids for an insurance carrier. 1988 was the last time we made a change and that was to Oneida County Mutual.

MOTION: (Greb /Hoffman) to inform Oneida County Mutual that the County will be looking at options for competitive bids for an insurance carrier. All "aye" on voice vote, motion carries.

6. VOUCHERS, REPORTS AND PURCHASE ORDERS

County Clerk

Bruso presented bills and vouchers for approval.

MOTION: (Hoffman/Greb) to approve the County Clerk's bills and vouchers as presented. All "aye" on voice vote, motion carries.

Treasurer

Ostermann presented bills and vouchers for approval.

MOTION: (Greb/Young) to approve the Treasurer's bills and vouchers as presented. All "aye" on voice vote, motion carries.

Information Technology Services

Grube presented bills and vouchers for approval.

MOTION: (Greb/Cushing) to approve the ITS bills and vouchers as presented. All "aye" on voice vote, motion carries.

Grube presented ITS May 2009 Monthly Summary for approval.

MOTION: (Cushing/Young) to approve the ITS May Monthly Summary as presented. All "aye" on voice vote, motion carries.

Finance

Sorenson presented bills and vouchers for approval.

MOTION: (Hoffman/Young) to approve the Finance bills and vouchers as presented. All "aye" on voice vote, motion carries.

Sorenson presented blanket purchase orders for approval.

MOTION: (Greb/Young) to approve Finance's blanket purchase orders as presented. All "aye" on voice vote, motion carries.

State Budget & Levy Limits

Sorenson explained the State Budget Levy Limits now has new language that has been added by the Joint Finance Committee to the Governor's budget. This language provides for an increase in the levy limits for the difference between the allowable Levy and actual levy for 2007 (2008) budget year. Oneida County would be allowed to levy for the 2010 Budget \$823,851. Sorenson's updated worksheet showed the estimate and stated Oneida County will not exceed the levy limits. Budget shortfall for 2009 is \$357,000. The 2010 levy increase over 2009 is \$1,624,000 a 10.8% increase and 2011 \$2,259,000 a 15.0% increase.

7. LINE ITEM TRANSFERS – None

8. RESOLUTION FOR LINE ITEM TRANSFERS

MOTION: (Hoffman/Young) to approve the Resolution for Line Item Transfers and forward to the County Board. All “aye” on voice vote, motion carries.

9. ITS – TECHNOLOGY PLAN - None

10. STRATEGIC PLANNING STATUS REPORT - None

MOTION: (Greb/Hoffman) to recess until 10:00 a.m. All “aye” on voice vote, motion carries.

MOTION: (Hoffman/ Greb) to resume at 10:00 a.m. All “aye” on voice vote, motion carries.

11. PROGRAM REDUCTION/REVENUE GENERATION HEARINGS SCHEDULE

10:00 a.m. Social Services

Paul Spencer Jr. and Mary Rideout presented a two part presentation and compared the Governor’s 2009-2011 Biennial Budgets for Social Service programs with the updated budget from the joint finance action on 5-29-09.

Spencer explained that for 2009 the updated Governor’s Biennial Budget will not hold any changes for Social Services. In 2010 there will be a decrease in DHS-Community Aids of approximately (\$1,273.32), DCF-Community Aids a decrease of approximately (\$52,260.95) and a decrease in IV-E Incentive funding of (76,039.00). The total budget reduction for 2010 is (\$129,573.27) in which Spencer produced 3 options he could implement for these program reductions and he states the bottom line is a decrease in revenue no matter which option is chosen.

2011 proposed funding changes totaled a reduction in programs that will amount to (\$48,315.89).

Spencer also states that his currant 2009 projection is that he will return \$77,000 to the general fund.

10:30 a.m. County Treasurer

Kris Ostermann presented Proposal for Reduction/Revenue.

Revenue:

Charge backs - payment of personal properties charged back to County by Town/City.

Charge Towns/City for tax bill processing.

May 2009, have increased the fee for return check fees

Reductions:

Bank fees – discontinued stop payments on void checks.

Personal Property- Contact Town/City Treasurer for a list of current year delinquent personal properties.

Processing of Vouchers – All departments include a page with invoice # instead of sheets of bills and include envelopes that come with the bills to the treasurer’s office. Ask Finance Department to combine vouchers from the same company.

Look at ACH transfers instead of checks for some blanket purchase order.

Payroll – replace payroll stub with online viewing and introduce employees to direct deposit.

Postage – Use Walz certified mailers instead of mailed certified card
 Stop mailing payroll checks, employees can pick up.
 Change mailing dates and improve the program for delinquent tax notices.

Ostermann states the Treasurer's office has a small budget and these are some of the ways they will try to cut back.

11:00 a.m. Veterans Service

Tammy Walters explained, using 2008 figures, that the Veteran's office receives a State Grant of \$10,000.00 and appropriations of \$3,610.00 a total of \$13,610.00 for a year. After expenditures of \$13,224.08, Sorenson reminded the committee that at the end of the year Veterans Service drain all their accounts and the balance remaining is donated to the DAV van. Sorenson discussed this as a possible place for cuts.

Sorenson also recommended that the Veteran's Committee meetings meet less than once a month. Walters attend approximately 6 meetings a year and states it costs approx. \$200.00 for that day including travel. She will suggest maybe every other month to meet.

11:15 a.m. Sheriff

Jeff Hoffman and John Sweeney presented the Sheriff's Department Proposal for Reduction/Revenue. Hoffman states that the sheriff's department performs state mandated programs with no additional dollars and/or reduction in the dollars. Hoffman stated he is presenting \$194,126 in spending cuts and new revenues.

Expenses:	Revenues:
Administrative - \$1100.00	Administrative - \$1000.00
Air Patrol - \$1000.00	Corrections - \$150,000.00
Animal Control - \$500.00	Court Service - \$8,000.00
Communications - \$610.00	Dive Team - \$1,000.00
Court Services - \$852.00	Investigation - \$2,000.00
Investigation - \$1755.00	Patrol - \$13,000.00
Patrol - \$3250.00	
Support – Admin. - \$159.00	

Total Expenses \$19,126. Total Revenues \$175,000. Spending cuts and new revenues total \$194,126.

Hoffman states his first concern is to the public and their safety and he will not make cuts that will jeopardize that. Hoffman is talking with the District Attorney's office on serving paperwork.

MOTION: (Smith/Cushing) Move to recess for lunch. All "aye" on voice vote, motion carries.

Reconvened 1:15 p.m. with Acting Chairman Frank Greb. Chairman Ted Cushing and Supervisor John Hoffman excused for the rest of the meeting.

1:15 p.m. LRES-Furloughs

Jack Young along with Marge Sorenson talked about the 3 day furloughs. Sorenson stated this is a savings of \$50,000 a day on the levy. There is a question to what

departments in the County this closure will affect and if some departments may have to take different furlough days.

Sorenson states the salaried individuals pay can not be docked due to the Fair Labor Standards Act. She stated that she will pick a date and take off 3 days pay of their annual salary. The county can not change the pay of elected officials so it is up to them to give up 3 days pay.

Sorenson states that generally an employee that is on unpaid leave for items other than family medical leave over certain number of hours the county can charge them for their health insurance at \$10.00 an hour for family health insurance. Furlough time will not be considered unpaid leave for the calculations of PTO or additional employee share of health insurance. Sorenson states the credible years of service under the Wisconsin Retirement System will not be affected and that basically the county has to report the number of hours that an employee works to get a full year of credit in the Wisconsin Retirement System but again they will not have the wages or the contribution from the county. She stated the wages will be in there, but 3 days will not affect the hours.

Young states that within all our contracts, we have the right to lay off people. Young questioned the difference between layoff and furlough.

1:30 p.m. District Attorney

Mike Bloom explained the activities of the District Attorney's office. Bloom briefly explained expenses and revenue and states the only place to cut back on would be the Northwoods Restorative Justice program in which he would hate to see. Bloom feels this is a good program. Smith states that it is too early to tell whether we are getting any return on this program.

Shadow Security provides paper service for the District Attorney's Office at a reasonable rate without mileage. Bloom states that Oneida County Sheriff's Department can provide some paper service within the county at a rate plus mileage.

It was concluded that the District Attorney's office has no place in their budget for reduction.

1:45 p.m. County Clerk

Proposal for Reduction/Revenue
Program Reduction:

- Reduce mailing cost
- Raise deductible on liability Insurance
- Raise deductible on Building & Content Insurance
- Raise deductible on Auto comp & Collision Insurance

Revenue Generating:

- Domestic Partnership Fees (\$15.00 to County)
- W/Treasurer – Processing Tax Bill fees
- Plat Book Sales Fees (\$5.00)
- Raise cost of annual County Directory
- Charge Supervisors copy fees
- Raise Transient Merchant Permit Fees

Bruso states with a “small budget” there are “small cuts”. He suggested putting Supervisors mail in their boxes instead of sending them in the mail to save postage. Another suggestion was to raise the deductible on the County’s insurance policies.

Revenue generating would entail charging more for items sold, permit fees and copies.

Sorenson questioned cuts for elections and Bruso explained that this is one area the Clerk’s budget will need to increase. The State Elections Board programming cost will go up and the State dictates what costs the county will entail.

Bruso states the County Web site and e-mail should be utilized more and postal mail less.

12. Public Comment

Supervisor, Charles Wickman commented on the County web site and the need for public awareness on what they can access on it.

13. Items for Future Agendas

**ITS projects “low hanging fruit”
Collection Agency contract**

14. Adjournment

MOTION: (Young/Greb) to adjourn 2:07 p.m. All “aye” on voice vote, motion carries.

Chairman, Ted Cushing

Secretary, Melodie Gauthier