

FINANCE & INSURANCE COMMITTEE MEETING
Monday, June 29, 2009

MEMBERS PRESENT: Chairman Ted Cushing, Supervisors: John R Young, John Hoffman, Franklin Greb and Andy Smith

OTHERS PRESENT:

Peter Wolk, County Board Supervisor
Marge Sorenson, Finance Director
John Potters, County Coordinator
Gina Olson, Clerk of Courts
Curt Kroze, Building & Grounds Director
Dan Kuzlik, U W Extension
Mike Romportl, Land Information Director
Linda Conlon, Public Health Director
Melodie Gauthier, Secretary
James Lillis, WPEG

Kurt Kroze, Building & Grounds
Lynn Grube, ITS
Nancy Hollands, LWC
Charle Evenhouse, Solid Waste
Nancy Hollands, Land, Water Conservation
Brian Desmond, Corporation Counsel
Tom Leighton, Register of Deeds
Tracy England, Medical Examiner
Charles Wickman, County Board Supervisor

1. CALL TO ORDER

Chairman Cushing called the meeting to order at 8:30 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: (Greb/Hoffman) to approve the June 29 2009 Agenda. All “aye” on voice vote, motion carries.

3. APPROVE MINUTES OF PREVIOUS MEETING (S)

MOTION: (Young/Greb) to accept minutes of June 16, 2009 Finance and Insurance Meeting. All “aye” on voice vote, motion carries.

4. RESOLUTION FOR PART TIME CHEMIST/SCALE OPERATOR

Charle Evenhouse brought to the committee the Resolution for the Part-time Chemist/ Scale Operator for approval.

MOTION: (Greb/Hoffman) to approve the Resolution for the Part-time Chemist/Scale Operator and forward to the County Board. This Resolution has a fiscal impact. All “aye” on voice vote, motion carries.

5. PROGRAM REDUCTION/REVENUE GENERATION HEARINGS SCHEDULE

8:30 a.m. Finance

Sorenson’s countywide look at some of the expenses she feels could be cut from, or adjusted from the County’s budget are:

Oneida County is only one of nine counties that reimburse Conservation Congress expense at a cost of \$1300 to \$1500 per year – a savings for 2010.

Sorenson also states that the County should not be paying per diems or mileage for the Housing Authority.

The bank fees paid to Associated Bank for services are very volatile and this is a difficult time to bid banking services.

Sorenson states the actuarial study of retiree health is important and in the past the county also evaluated the PTO payouts to determine the cash flow estimate for budget purposes. She states there is no requirement to have an update every two years of the PTO payout and not performing this would save the County approximately \$4500.

Sorenson also states the central purchasing contract has been in place since November 2005 and can be bid out again possibly saving \$2000 = \$4000. She also states a reminder to departments to use the items that are on the bid list.

Sorenson states implementation of the 3 furlough days would save the tax levy approximately \$50,000 a day for 2009, a \$150,000 savings for these three days.

Sorenson stated no major changes within the Finance Department.

9:00 a.m. Building and Grounds

Curt Kroze stated his committee approved a \$50,000 reduction in major renovations for 2009. Kroze states he ran spreadsheets on gas, water electric and sewer and he believes he could make a \$15,000 reduction in the Law Enforcement Center account. Kroze states gas, electric, water and sewer are variable and he made a projection based on what he thinks will be cost and usage. Water and sewer he could reduce by 10,000 for 2009. Kroze states he can not project this for 2010 due to variables.

9:30 a.m. Land Conservation

Nancy Hollands explained to the committee there are 3 budgeted program areas, Land and Water Conservation, Wildlife Damage Program and Aquatic Invasive Species. She states LWC continues to hold 0% increase in their budget. The DNR reimburses 100% for the Wildlife Damage and Aquatic Invasive Species received DNR grants funded at 75% and 25% county match. In 2009, due to a shortage of state grant funds, AIS did not receive the DNR grant. Hollands states that the County needs to continue to budget some county funds for AIS so we can continue to be able to meet the grant match. Hollands states that she plans to submit another grant application to the DNR for the August 1 grant cycle.

Hollands stated the proposed merger between Oneida County Land & Water Conservation and UW-Extension may see some savings. Dan Kuzlik, UW-Extension has plans to submit a proposal to the state for a full-time Horticulture Agent for the county. If this position is approved the county's savings would be approximately \$30,000. The state would pay 60% for the position and 40% would be paid by the county.

9:45 a.m. Clerk of Courts

Gina Olson states there would be a savings of \$2,723.52 per year if the law library was closed to patron access. Olson stated other idea to cut cost are, discontinue providing jurors beverages and meal on the day of deliberation, and discontinue internet access for banking, cost \$75.00 per month.

She also states the department works with a collection agency for debts owed and they could turn more fines/forfeitures to the collection agency.

10:00 a.m. UW Extension

Dan Kuzlik stated in addition to the 9 furlough days this year, UW Extension will be returning \$13,000 to the county's general fund. In 2010 and 2011, the 3 agents will take 8 furlough days and will not receive a cost of living salary increase.

Kuzlik also states moving UW – Extension to the courthouse will save \$49,000.

Other potential savings would be hiring a full-time Horticulture agent in place of the AIS Coordinator position. The potential savings between salary and fringe benefits would be approximately \$35,518.38 per year.

10:30 a.m. Corporation Counsel

Brian Desmond states that Corporation Counsel could cut expenses in process serving. At this time they use a private agency and they can contract with the Sheriff's Department and keep the money in the county. Desmond explains a possible \$200 saving for 2010 on duplication fees charged to the State Public Defender and states they have a small budget and there are no other major cuts that can be made in his department.

10:45 a.m. LRES

John Potters explained LRES could cut expenses by cutting subscriptions which would eliminate approximated \$250 a year from expenses. He states LRES could use the Web and e-mail more and mail less to send agenda's and letters and utilize the County Boards mail pick-up boxes in the County Clerk's Office. Potters also states the more he learns the less the county will need to utilize Mr. Prentice and in the future, this should save money.

Potters states there are no major changes in the LRES Department that can be made.

11:00 a.m. Land Information

Mike Romportl states for 2010 he can bring in more revenue by creating an address fee to be charged to landowners with approximate revenue of \$5000.00. This would be for new address. (LR Committee considered and rejected idea) Romportl states implementing charges for towns and fire departments for parcel and zoning maps, charging districts for tax listing/tax bill preparation at a \$1 per parcel and charging for filing survey maps @ \$5 per map would amount to approximately \$23,200 for 2010. (LR Committee considered and rejected)

Romportl also states the elimination of the LTE position, (to assist in land sales of tax delinquent property) would save \$6.700.

Romportl stated if a flat fee recording increase in Register of Deeds is approved through legislature this would be an increase of \$3 per document more for Land Information.

11:30 a.m. Register of Deeds

Tom Leighton explained current fee distribution which is \$11 for the first page and \$2 each additional page. Leighton states he would like to encourage Legislature to implement a \$25 flat fee in which \$15 (replacing \$4) would go to the General fund, \$6 (replacing \$4) to Land Information account, \$2 (replacing \$1) to Internet account and \$2 (current amount) to the State Land Information account. This would amount to a significant amount for 2010.

1:00 p.m. Public Health

Linda Conlon suggested decreasing travel, health fair participation, first aid supplies, the use of a LTE - utilize interns instead. She states they would use the internet for more reference materials and documents.

They could increase their revenue by increasing flu revenue, charging for off sites fees for flu vaccinations, prenatal care and charge the towns 100% of cost to test beaches instead of 50%.

1:15 p.m. Medical Examiner

Tracy England states they could increase cremation fees approximately \$25.

1:30 p.m. ITS

Lynn Grube talked about streamlining for departments. Social Services – consolidation in software license/maintenance. Treasurer – bar coding multiple properties, and automating

payment (no checks). Sheriff's Department – integrating data. County Clerk - printing reduction, faxing, and mailing. Forestry – increase revenues by offering reservations. Emergency Management – bar codes and charge back on supplies and medicine. Building and Grounds – charge back system for supplies. Corporation Counsel – duplication fees using easy accounts receivable. LR/ES – use website for agenda/minutes. Land Information – interface map/property data/deed and tax roll changes electronically submitted. Register of Deeds – land shark and credit card transactions. ITS – better disaster recovery plan, e-meetings, reduce printing and maintenance costs.

Andy Smith excused – 2:15pm

6. PUBLIC COMMENT – none

7. ITEMS FOR FUTURE AGENDAS

Review Budget/Generation Summary
Library Budget/Generation Reduction Hearing
Sonic Net – Towers

8. ADJOURNMENT

MOTION: (young/Greb) to adjourn meeting at 2:30 p.m. All “aye” on voice vote, motion carries.

Chairman, Ted Cushing

Secretary, Melodie Gauthier