

Finance & Insurance Committee Meeting Minutes  
October 12, 2010

**MEMBERS PRESENT: TED CUSHING, DAVID HINTZ, JOHN YOUNG, PETER WOLK AND JOHN HOFFMAN.**

**OTHERS PRESENT:** Margie Sorenson (Finance); John Potters, Lisa Charbarneau (LRES); Brian Desmond (Corporation Counsel); David Bast, Lynn Probst (HSC); Gina Olson (Clerk of Court); Joe Brauer, Bob Heck, Wilbur Petroskey (Airport); Tom Leighton (Register of Deeds); Karl Jennrich, Denise Hoppe (Plan & Zone); Linda Conlon, Ann Ovsak (Health); Dianne Jacobson, Linda McMckenzie (Dept on Aging); Dan Kuzlik, Nancy Hollands, Kerri Ison (UW Extension); Billy Fried, Tom Rudolph (Supervisor); Richard Moore (Lakeland Times); Janet Baer; Elmer Goetsch (Libraries); Mike Romportl (Land Information);

**CALL TO ORDER**

Chairman Cushing called the meeting to order at 8:45 a.m. in the County Board Room 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.

**APPROVE THE AGENDA**

Motion by Hoffman, second by Wolk to approve the October 12, 2010 agenda. Motion carried; all ayes.

**CONTINUE 2011 BUDGET HEARINGS**

Sorenson gave a recap of the meetings from Monday and a preview of today's meeting. Labor Relations Committee has proposed a resolution to have Non-reps and Elected Officials pay 8% of their health insurance premium, which is the same as the Protective Union at the Sheriff's Department. This change could save the County approximately \$28,000 in 2011.

The committee discussed the pros and cons of furlough days.

**Human Service Center**

Lynn Probst provided a summary and overall budget to the committee. She continued that the 2011 budget comes in with a zero percent increase which includes payroll increases for all staff. HSC had a number of significant increases for benefits including 18% for health premium increase for 2011 plus several people who moved from single to family coverage.

Hintz asked about why Oneida County contributes 1.2 million dollars plus another 596,000 dollars annually to Human Service Center (HSC). HSC pays rent to Oneida County for two buildings based on fair market value. Hintz continued that an argument could be made that Oneida County is funding 1.2 million plus the \$596,000 for a total of 1.8 million, and the other two counties could share in that rental rebate.

Young clarified that Hintz was not saying to reduce the funding by \$596,000; he was saying that the other two counties should participate.

Hintz responded that was correct. HSC should make people clear on this issue, that Oneida County pays 1.2 million plus another .6million as well.

Probst told the committee this came about to have a more reasonable rate for rent. She continued that rent is charged to each program and then billed out to get a higher billing number. She told the committee that the amount is a wash on the Oneida County budget.

Sorenson explained that the rent is considered income. She continued that the \$596,000 is in the Oneida County budget both as an expenditure and revenue. All three counties are renting the building. All three should share in the cost of the rent.

Cushing stated that should anything happen to the HSC, the building comes back to Oneida County. He continued that the County should be doing maintenance on these buildings as they are county property. Cushing stated that he couldn't believe that the HSC could come in with a zero percent increase including wages. Cushing stated that HSC had eliminated the director at Koinonia and offered to combine AODA with Mental Health and told the two staff members if they would take over the duties they would be rewarded accordingly. These staff members weren't rewarded accordingly and now HSC has lost the employees. HSC had a Personnel Committee meeting and reviewed the job descriptions of the positions and updated wages according to the added duties and responsibilities. \$9720 is Oneida County's portion for the increase in the position salaries. Cushing stated that he doesn't know how to ask HSC to take any more out of their budget.

Hintz stated that he is very impressed by HSC and the work that they do. He continued that he wants to make sure Oneida County understands what they are paying for. The other two counties keep saying they are broke and have no more money. He continued that they are our partners in this facility. He continued that what troubles him is that the other two counties should pay their fair share.

Hoffman stated that HSC has continued to be squeezed over time. HSC has been trying to live up to guidelines in the study. He continued that there is no place to make additional cuts to this budget. He stated that he agrees with coming up with the additional monies for the reclassification of the two positions.

Young asked what happens if the other two counties don't come up with the money

Sorenson stated that Oneida County wouldn't pay if the other two counties do not come up with the money.

Bast told the committee that the Northwoods Guidance Center is very unusual at HSC. He explained that it is very expensive to operate the way it is set up right now and needs to be corrected. He continued that Koinonia is a large problem. Benefit for tri county area is that we don't have to send people to other places for treatment and needs to become a multipurpose facility. He continued that all options need to be looked at. There is a need to help our neighbors in this community.

Motion by Hoffman, second by Cushing to accept the Human Service Center budget for 2011 as presented, to include an additional \$9720 for the reclassification of two positions and forward on to the County Board. Motion carried; all ayes.

#### **Clerk of Court**

Gina Olson presented the 2011 Clerk of Court budget reflecting the required 5% decrease.

Motion by Hoffman, second by Wolk to approve the Clerk of Court budget as presented and forward to the County Board. Motion carried; all ayes.

#### **Corporation Counsel**

Cushing asked Desmond if he could reduce his budget by an additional one thousand four hundred seventy-two dollars.

Desmond responded that he could make the numbers do what the county wants, but he is not sure it is realistic.

Motion by Hoffman, second by Hintz to approve the Corporation Counsel budget as presented and forward it on to the County Board for consideration. Motion defeated; Cushing, Young, Hintz voting nay, Hoffman and Wolk voting aye.

Cushing stated that the committee is asking everyone for another 5% reduction.

Desmond told the committee if they remove \$1000 from the paper service line item and the department needs the money, he will have to go to the contingency fund.

Cushing suggested \$500 less in printing and \$500 less in paper service for a total reduction of \$1000.

Desmond said he could live with that.

Motion by Young, second by Cushing to reduce the Corporation Counsel budget by \$500 in printing and duplication and \$500 in paper service and to forward on to the County Board. Motion carried; all ayes.

### **Airport**

Heck stated that the airport has done well. Over 200,000 people use the airport per year. He continued that airports build cities, cities don't build airports. He stated that the budget request is unchanged from 2010.

Brauer told the committee that the airport is hard pressed to reduce services that are mandated by the Federal Aviation Administration. He continued that the budget is constantly being squeezed with increase in insurance and utilities. We have reduced marketing and training to bare bones as required by FAA. He stated that the airport did reduce the expense side of the budget by 5%. Original request was \$163,500 now down to \$155,000.

Motion by Cushing, second by Young to accept the budget for the Airport at the level of \$155,000 and forward on to the County Board. Motion carried; all ayes.

### **General Obligation Debt Off set**

Sorenson explained that General Obligation Debt says you shall levy a tax. The County levies a tax for debt service. The debt service we have is the Human Service Center loan, Highway construction and capital projects, payment of prior service liability to Wisconsin Retirement System had 8% interest tied to it. The County borrowed to get tax exempt debt, then the money levied for those items will be used to payoff the debt. She continued that every department is being charging 1% under "retirement". She continued that the HSC loan will be paid off in Jan 2012, with the remodeling loan being paid off in Dec 2021. When these are paid off the levy will not be affected as the county will have counted these funds as revenues to offset the required debt payments.

### **Register of Deeds**

Sorenson explained to the committee that the Register of Deeds is a negative tax levy, as they have more revenues than expenditures. Fees are established by State Statute.

Cushing asked Leighton if he could you live with \$3500 in his postage line item for 2011. Leighton said he could.

Motion by Cushing, second by Young to reduce postage account by \$500 to \$3500 of Register of Deeds budget. Motion carried; all ayes.

Motion by Hoffman, second by Hintz to approve the Register of Deeds budget as amended and forward on to the County Board for further consideration. Motion carried; all ayes.

### **Planning & Zoning**

Jennrich presented the Planning and Zoning budget for 2011 which reflects the 5% decrease as requested. He continued that he did not expect any dramatic increases in revenue for 2011. He recommended to the committee not to increase revenues for his budget past \$375,000.

Motion by Cushing, second by Wolk to reduce line item 531201, Publication & Legal Notices by \$2000 to \$10,000 and reduce line item 531302, Employee Auto Allowance by \$3,000 to \$22,000. Motion carried; all ayes.

Motion by Hoffman, second by Hintz to approve the Planning & Zoning budget as amended and forward to the County Board for consideration. Motion carried; all ayes.

### **Revolving Loan Fund**

Sorenson explained this fund is for money that the County has gotten from Wisconsin Dept of Commerce. Oneida County loans it out and collects payments and interest. This money is not used to off set the levy.

### **Debt Service**

None at this time, offset by outside revenues.

Bonds Prior Service Liability \$159,000.

Human Service Center loan \$105,000.

Economic Development Trust Fund Loan/ ABX Building.

### **Airport Construction Fund**

This money comes in from the sale of property at Airport. Passenger facility fees. Goes into this restrictive fund for construction. Not used to reduce levy.

### **Construction Fund**

Purchase of the Northern Advantage Job Center/ buying the building.

Hintz asked about placing money in the budget for the sale of the WPS building.

Sorenson said she would not recommend doing that. She continued that it would be better to budget zero and if the building is sold the money would roll back to the general fund, which is where the money came from to buy the building to begin with.

Sorenson explained that the money for remodeling the Northern Advantage Job Center will go into this fund. She continued that no remodeling dollars are included in the current resolution. This would come by a separate resolution or an amendment to budget in November.

Hintz told the committee that he will be asking for the remodeling number at the County Board Meeting before the board considers the resolution to purchase the building.

**Construction Transfers**

This is money coming in from General Fund plus donations and fund raised money from Department on Aging.

**Health and Welfare Trust Account.**

Prior to 2004, County was self funded for Health Insurance. This is the balance of that account. It is restricted for health insurance costs only. This fund will be used to pay for lump sum payouts for people retiring over the next four years into their HRA accounts.

Motion by Cushing, second by Hoffman to approve and forward the Revolving Loan Fund, Debt Service, Airport Construction Fund, Construction Fund, and Health and Welfare Trust Account budgets to County Board as presented. Motion carried; all ayes.

Caucus until 1:30pm

Cushing called the committee back to order at 1:30 pm.

**Public Health**

Conlon distributed a summary for 2011 budget which outlines where money is coming from as well as expenses. She continued that most of the department revenue comes from insurance payments: Medicaid, Badger Care and Badger Care Plus. About 105,000 generated in flu revenue, huge in the dept budget. 33% is tax levy, 22% grant and 45% is from fees and insurance payments.

Sorenson told the committee that the requested 5% cut for this budget is \$1500, and the department actually reduced this budget by \$28,500.

Motion by Hoffman, second by Wolk to approve the Public Health budget as presented and forward on to the County Board for further consideration. Motion carried; all ayes.

**UW Extension/Land Conservation**

**Fair**

Kuzlik presented the budget for the Fair. He explained that the Fair is requesting \$5000 less than what was budgeted in 2010. He continued that the Fair has a carry forward amount of \$13,000 to his year. Unfortunately there was an unexpected bill of an additional \$6,100 for electrical issues this year. The City has \$30,000 to improve electrical structure at Pioneer Park in 2011. Kuzlik stated that the Fair is on the right track, but due to the unforeseen expense, not as far progressed as had been hoped. Kuzlik

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told the committee that the attendance has been increasing and was up to 18,000 for 2010.

Motion by Hoffman, second by Wolk to approve the UW Fair budget as presented and forward to the County Board for further consideration. Motion carried; all ayes.

**UW Extension**

Kuzlik presented the UW Extension budget.

Motion by Cushing, second by Hoffman to reduce line item 531302 Auto Allowance by \$1000 to \$8500. Motion carried; all ayes.

Motion by Wolk, second by Young to reduce line item 531453 Workshops and Programs by \$500 to \$1000. Motion carried; all ayes.

Motion by Cushing, second by Wolk to approve the UW Extension budget as amended and forward to County Board for further consideration. Motion carried; all ayes.

**Northwoods Saves Budget**

Kuzlik explained that all money comes in as donations, usually from banks and service organizations. One part time executive director is hired for this program. He continued that none of these dollars are on the tax levy.

Motion by Wolk, second by Cushing to approve the Northwoods Saves budget as presented and forward on to the county board. Motion carried; all ayes.

**Land & Water Conservation**

Hollands told the committee that DATCAP has increased the staffing grants to \$121,746 for 2011. Hollands explained to the committee that approximately 18 months ago, a part time employee left Land and Water Conservation for another county position. The LRES Committee discussed the vacancy and made a motion to deny filling the part time position as there were many unknowns in the future due to the merger of Land and Water Conservation and UW Extension Departments. Hollands stated that she felt it was premature to eliminate the position as the two departments are still not co-located. She told the committee that the Land and Water Committee recommended reinstating the part time position for 2011.

Sorenson explained that the position was eliminated through the six month vacancy review process. She continued that the position had been vacant all of 2010 and only \$1400 has been spent for LTE hours and \$5 in overtime.

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Hollands explained that the department has tried to get by on the least amount of LTE and overtime hours possible. She stated that the department would be hard pressed to provide services without the added support.

Rudolph asked the committee to consider that if the department doesn't have adequate staff now to implement the goals and objectives in the Land & Water Resource Management Plan that the county is in jeopardy of losing staffing grant money. He continued that it behooves the county to support the implementation of what is called for in Land Resource Plan and not to jeopardize the staffing grant monies.

Cushing stated that the Finance Committee does not have jurisdiction to add a position to the budget. The request has to go to the LRES Committee. He finished by stating that if the LRES Committee agrees to the position, the budget can be amended at the November meeting to add the position. The next LRES Committee meeting is scheduled for October 27<sup>th</sup> at 9:00am.

Motion by Cushing, second by Hintz to reduce line item 531305 by \$200; reduce line item 531406 by \$200, reduce line item 531102 by \$250, and line item 531302 by \$250. Motion carried; all ayes.

Motion by Hintz, second by Cushing to approve the Land and Water Conservation Budget as amended and forward it on to County Board for further consideration. Motion carried; all ayes.

**Department on Aging**

Dianne Jacobson gave a handout to the committee regarding the funding for the Department on Aging. 33.25% of the budget comes from Tax Levy. She told the committee that the budget proposed is a 9.9% reduction in tax levy.

Cushing stated that the committee appreciates the 9.9% reduction, however are looking at finding more dollars to hit the committee's target of 3%.

Jacobson told the committee she had reviewed the budget while waiting and suggested cuts in the Other Supplies line items.

Motion by Hoffman, second by Wolk to reduce line item 531901 from page 181 of the budget by \$500. Motion carried; all ayes.

Motion by Hoffman, second by Wolk to reduce line item 531901 from page 193 of the budget by \$500 Motion carried; all ayes.

Motion by Hoffman, second by Wolk to reduce line item 531901 from page 196 of the budget by \$500. Motion carried; all ayes.

Motion by Hoffman, second by Wolk to approve the Department On Aging budget as amended and forward to the County Board for further consideration. Motion carried; all ayes.

### **Land Information**

Romportl explained that his department administers Chapter 18 of County Code. He told the committee that the budget being presented represents a reduction of \$3375.

Cushing stated the committee is asking all departments to come up with additional monies.

Romportl explained that line item 521905 Land Information Project Monies is funded in two ways; by tax levy and land records retained fees from Register of Deeds. He continued that in 2010 the levy portion was reduced from \$50,000 to \$25,000. This could be reduced by \$2,625 for 2011.

Cushing asked what else is covered under other professional services

Romportl explained that line item is used for corner restorations after road construction projects are completed.

Motion by Cushing, second by Hintz to reduce line item 521901 by \$2,000 and reduce line item 521905 by \$4,000. Motion carried; all ayes.

Motion by Hoffman, second by Wolk to approve the Land Information budget as amended and forward it on to the County Board for further consideration. Motion carried; all ayes.

### **Tax Deed Expense Account**

Sorenson told the committee that this account was reduced by the requested 5%.

Motion by Cushing second by Hoffman to approve the Tax Deed Expense Account as presented and forward on to the County Board for further consideration. Motion carried; all ayes.

### **Libraries**

Sorenson explained that the Libraries are like the airport. The County gives a dollar amount; it is not broken down by personnel and non-personnel items.

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Ed Hughes and Janet Baer met with the committee to discuss the proposed budget for the libraries for 2011.

Motion by Young, second by Hoffman to reduce funding to the library by 5% or \$5470 for 2011. Motion carried; all ayes.

Motion by Cushing, second by Wolk to approve the library budget as amended and forward on to the County Board for future consideration. Motion carried; all ayes.

**Public Comment**

None.

Motion by Hoffman second by Wolk to adjourn. Motion carried; all ayes.

Meeting adjourned at 4:05p.m.

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Ted Cushing, Chair

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Lisa Charbarneau, Secretary