

**Administration Committee/Budget Hearings
October 9, 2019
Minutes**

Committee members present: Chairman Dave Hintz, Ted Cushing, Billy Fried, Bob Mott and Robb Jensen.

Call to order and announcements: Chairman Hintz called the meeting to order at 8:30 a.m. in the County Board Room of the Oneida County Courthouse. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible.

Approve agenda: Motion by Cushing/Mott to approve today's agenda with order of items at the Chair's discretion. All aye; motion carried.

Continue 2020 Budget Hearings

Fair – Fred Andrist presented the fair budget of \$16,000 and reported that this year they anticipate being \$2400 over budget. Andrist reported that they worked to make the fair bigger and better this year and that is why they went over budget. Andrist presented the committee with the vision statement of the fair, mission statement, values statement and information regarding fair attendance. Andrist reported that they would also like the County to consider building storage for the fair at a cost of \$20,000. Discussion regarding changes to Pioneer Park that have been proposed by the city. Discussion regarding the fair expenditures versus revenues. Discussion regarding adding an admittance fee to the fair. Discussion regarding the timeline to become self-sufficient. Myles Alexander, Oneida County UW-EX, spoke in support of the fair. Discussion regarding the storage request and if it would be large enough to handle the fair property. Smith reported that the fair does have a continuing appropriation account with a balance of \$18,678 and Smith estimates that the fund will have \$12,000 - \$13,000 left. Discussion regarding having the fair use their continuing appropriation account next year in its entirety. Discussion regarding options to raise the revenues of the fair. Fried stated that he would like the Fair to use their continuing appropriation budget and decrease the fair budget to \$5000.00. Mott stated that he would like to maintain the fair budget, however, Mott informed the Fair that he would expect the Fair to be closer to self-sufficient within 1-2 years. Motion by Cushing/Jensen to accept the Fair's budget of \$16,000 and forward it onto the County Board for approval. Jensen stated that the storage costs need to be taken out of the contingency appropriation fund. Discussion regarding the fair budget. Voice vote taken; 4 ayes, 1 nay; motion carried.

District Attorney – District Attorney Mike Schiek presented the District Attorney's office budget for 2020. Schiek reported that there are no major changes to the budget. Schiek reported that they have an LTE request of \$500 to help with filing and destruction of files. Discussion regarding staffing levels within the District Attorney's Office.

Motion by Jensen/Mott to accept the District Attorney's budget as presented and forward it onto the County Board for approval. Discussion regarding removing the LTE from the budget and looking at sharing hours with a department that has staff members with extra hours. All nay; motion carried.

Motion by Mott/Jensen to decrease the District Attorneys budget by \$539.00. All aye; motion carried.
Motion by Jensen/Cushing to accept the amended District Attorney's budget and forward it onto the County Board for approval. All aye; Motion carried.

Recess – 9:30 a.m.

Return from Recess – 9:40 a.m.

Highway – Bruce Stefonek presented the Highway Department budget and reported that the budget is the same as 2019, however, that does not include a few capital improvement projects. Stefonek reported that in order to maintain that budget they have had to make sacrifices on equipment and road maintenance. Smith reminded the committee that \$100,000 was removed from the highway department budget from road maintenance. Discussion regarding road maintenance and the budget. Discussion regarding the CIP projects and how it would impact the highway budget. Discussion regarding the budget that is used for equipment replacement and the aging equipment. Stefonek reported that the GTA is estimated to go up \$123,000 and needs to be used on road maintenance. Motion by Jensen/Hintz to

remove \$100,000 from the Highway's Fund of tax levy and add \$100,000 in the general fund transfer to the highway to cover the CIP. Discussion regarding the \$100,000 and where it is coming from and being moved too. All aye; motion carried. Discussion regarding the revenues that are generated by completing work for the Department of Transportation and for surrounding counties. Motion by Hintz/Cushing to accept the amended highway department budget as presented and forward it onto the full County Board for approval. All aye; motion carried.

Solid Waste – Lisa Jolin presented that Solid Waste budget for 2020. Smith reminded the committee that Solid Waste does not receive any tax levy. Discussion regarding recycling budget. Jolin also informed the committee that they plan to build a new demolition site next year. Discussion regarding the Solid Waste budget and how it is managed like a business. Motion by Cushing/Mott to accept the Solid Waste Budget and forward to the County Board for approval. All aye; motion carried.

Recess – 10:18 a.m.

Return from Recess – 10:32 a.m.

Veterans Service Office – Jason Dailey presented the 2020 Veteran's Service Office budget. Dailey reported that they have requested an increase in the LTE budget by \$1000 to help with scanning of old files. Discussion regarding the LTE budget and the need for the LTE. Motion by Cushing/Mott to approve the Veterans Service Office as presented and forward it to the Full County Board for final consideration. Discussion regarding membership dues, trainings and conferences. All aye; motion carried. All aye; motion carried.

Recess – 10:40 a.m.

Return from Recess – 11:00 a.m.

Circuits Court Branch I, Family Court Commissioner, Register in Probate, Circuit Court Branch II – Jennifer Allen, Branch II Judicial Assistant, presented the Branch II budget with an increase of \$13,966 due to a State mandated increase to Court Appointed Attorney fees. Discussion regarding the Court Appointed attorney fees and how attorneys are appointed. Discussion regarding the Family Court Commissioner budget and the hourly rate that is paid to the Family Court Commissioner. Jennifer Allen has spoken with the family court commissioner and she will accept a lower rate than was budgeted, which would be a budget decrease of \$14,300 for Branch I. Discussion regarding the State Aid that is received and revenue that is generated. Discussion regarding court appointed attorneys and the reasons one may be appointed. Motion by Jensen/Cushing to reduce the Family Court Commissioner by \$14,300. All aye; motion carried. Motion by Fried/Mott to amend the Circuit Court Branch I budget in subscriptions by \$244 to bring it to \$1,756. All aye; motion carried. Motion by Fried/Mott to approve the budgets of Register in Probate, Family Court Commissioner, Circuit Courts Branch I, and Branch II as amended and forward them onto the full County Board. All aye; motion carried.

Economic Development – Stacey Johnson and Brad Kowieski presented the request for funding for the Economic Development Corporation which is \$106,950 for 2020. Johnson presented a 2020 Budget Overview, Allocation Request and Fund Balances handout. Discussion regarding services provided by Oneida County Economic Development Corporation. Discussion regarding a continuing appropriation fund balance of \$46,678 which could be used to help fund the balance. Hintz questioned the bank balance of the OCEDC. Johnson stated that the bank balance of the OCEDC is restricted for specific purposes. Discussion regarding the continuing appropriation fund balance and the OCEDC fund balance. Steven Schreier, Oneida County Board Supervisor, spoke in favor of maintaining the current budget of the OCEDC. Motion by Fried/Hintz to decrease the OCEDC budget from \$106,950 to \$81,950. Discussion regarding the funding request, fund balance and the decrease in the budget amount. All aye; motion carried.

Recess – 12:10 p.m.

Return to Session – 1:00 p.m.

UW Extension – Mott introduced a presentation that was created to explain the services and the cost of those services that UW-Extension provides to the County. Steve Nelson, UW-EX, director and Myles Alexander, Community Development Educator gave the presentation to the Committee. Hintz gave an overview of the County budget and the limited way in which the budget can be increased. Discussion regarding the different services that UW-EX provides and if those services could stand alone if some of the budget is cut. Discussion regarding the rent that would be paid either to the Airport or to Nicolet college and where that is budgeted. Discussion regarding the UW-EX budget. Public comment was taken. Jim Winkler, Oneida County Board Supervisor, spoke in favor of the UW-EX and reported that he had 7 residents call to speak with him about UW-EX. Guy Hanson, Oneida County resident, spoke about the benefits of UW-EX to the County. Erika Brewster, Director of Three Lakes Library, spoke in support of UW-EX and the programs that are provided by the extension office. Jim Morley gave an overview of the service that the UW-EX has provided to the Town of Three Lakes and spoke in support of maintaining services at UW-EX. Tom Jerow spoke about UW-EX and the impact it has had on his life. Alan VanRaalte, Oneida County Board Supervisor, spoke in support of UW-EX and the services provided to the youth in the community. John Krueger, Teen Court Member, spoke in support of the youth programs through UW-EX and youth programs. Terri Lindner, FoodWise Program, spoke in support of 4-H and how it benefits the youth. Mariah Freeman, Teen Court Member, spoke in favor of teen court and explained the benefits of the program. Public Session comments closed.

Mott spoke in favor of fully funding UW-Extension. Fried spoke about mandated programs versus non-mandated programs and funding. Discussion regarding the budget and rent of the facilities. Discussion regarding the importance to move the UW-EX to Nicolet college and the cost.

Motion by Fried to amend the budget from the UW-EX committee to the Counties portion of the contribuuiou to \$100,000 asking them to priorities the 4-H and youth programs. No second, motion fails.
Motion by Mott/Hintz to accept the budget as is and forward onto the County Board. Fried spoke about the UW-EX budget and the need to make cuts. Roll Call, Jensen, Nay, Fried, nay, Mott, aye, Hintz, aye, Cushing nay. Motion fails.

Motion by Cushing/Jensen that the UW-EX abandons the move to Nicolet and stays where they are and remove \$1756.00 from their budget so that it is a 0% increase. Discussion regarding rent. Roll call vote: Jensen, aye; Fried, nay; Mott, aye; Hintz, aye; Cushing, aye. Motion carried.

Motion by Jensen/Cushing to accept the budget as amended and forward it onto the full county board for consideration. Voice vote, 4 aye, 1 nay; motion carried.

Recess – 2:31 p.m.

Return from Recess – 2:39 p.m.

Human Service Center – Hintz reported that the Human Service Center had an efficiency study completed and those results will be presented to the Human Service Center board next week. Tamara Feest gave an overview of the budget. Keith Haselton, Financial Manager from the Human Service Center reported that they were directed by their board to approach the budget to maintain the current services. Feest reported that they have come in with a deficit of \$531,976 mainly due to out-of-home placement costs. Feest reported that the total budget for 2020 is \$11 million and a possible deficit of \$200,000. Discussion regarding the Human Service Center budget and the reserve. Feest reported that they are asking for the same amount as in the past. Motion by Cushing/Fried to accept the Human Service Center Budget as presented and forward it to the County Board for consideration. Discussion regarding the programs that are provided. All aye; motion carried.

Lakeland Retirement Foundation – Brian Nerdahl, President Lakeland Retirement Foundation. Nerdahl reported that they would ask that the County reinstate the amount that has previously been given. Nerdahl gave an overview of the programs that are currently offered and how they came to the decision to rebuild a center. Discussion regarding the request and how many residents are served. Discussion regarding what the \$5000 request would be used for. Steven Schreier, Oneida County Board Member, stated that the ADRC Committee did recommend approving the \$5000 donation to the Lakeland Retirement Foundation. Motion by Cushing/Fried to approve the \$5000 donation to Generations Lakeland Retirement Foundation. Discussion regarding where the funding will come from and why the request isn't included in the ADRC budget. Voice vote 4 aye, 1 nay; motion carried.

Capital Improvement Program

– Projects and Funding options which may include borrowing

Smith handed out an updated Capital Improvement Project list. Jensen reported that the bottom line of all CIP projects would cost 7.3 million and Smith has recommended that 4.2 million could be taken from the general fund. Discussion regarding which projects were recommended to be completed. Jensen stated that projects 1-14 were recommended to be funded. Smith reminded the committee that #5 (hardware refresh) was put into the ITS budget and could be removed from the CIP projects. Smith also reported that the committee needed to decide what level to fund highway reconstruction.

- 1) Radio Infrastructure
- 2) Infrastructure upgrade – IT ongoing project
- 3) Server/Storage Upgrade
- 4) Phase III Radio
- 5) Removed from the list – Hardware refresh
- 6) Highway Reconstruction – recommend \$710,000 come from the general fund with \$240,000 to come from department funds
- 7) LEC body scanner and property room retrofit – Jensen spoke in favor of this for the jail and explained the need for this at the jail.
- 8) Real Property Software
- 9) LEC video Surveillance Upgrade and Health and ADRC video
- 10) Vehicle Service Bay exhaust system – Jensen gave an explanation of the project and the need.
- 11) Taser replacement – Jensen reported that all taxers need to be replaced.
- 12) Vehicle purchase – Social Services – this project will reduce the social services budget by \$8000
- 13) Fuel System Upgrade – There were a few options for this project and it was recommended that it be funded at \$95,000 to repair the existing system, however, the highest option is \$300,000 to replace the system. Stefonek explained the project for the committee. Discussion what level of funding should be budgeted for this project. Jensen stated that more information is needed prior to making a decision about how to move forward on this project.
- 14) Brine Building and Storage Building
- 15) Courthouse Air Supply and Handling System – Discussion regarding if this should be completed this year or if a monitoring system should be added to handle any issues. Bruyette stated they will have a monitoring system in place within a few weeks.

Discussion regarding working through project 14 which would be a cost of \$6,335,860. Discussion regarding the amount that could be funded this year from the general fund. Smith reported that there is an estimated general fund balance of \$6,117,704 however, Smith would recommend leaving 2 million in the general fund for any unexpected needs which would leave \$4.1 for CIP projects. Discussion regarding what should be borrowed for projects. Smith reported that if \$6,335,860 is approved for projects the general fund would be 2.26 million short. Discussion regarding how to determine the amount to borrow. Motion by Hintz/Cushing to fund the \$6.3 million CIP projects using \$4.1 from the general fund and borrowing \$2,235,860. Discussion regarding what impact this would have on the taxes. Discussion regarding increasing for County roads. All aye; motion carried.

Public Comment: Tom Jerrow spoke in agreement of borrowing money to support capital projects.

Recess – 4:28 p.m.

Return from Recess – 4:34 p.m.

Hintz stated that it does not appear that all items on the agenda will be completed by the end of the day. Discussion regarding an alternate meeting time. Hintz scheduled an additional meeting at 9 am on Monday, October 14th. Hintz stated any items to be added to the agenda should be directed to him.

Other Budgets (Central Postage, Central Telephone, Central Duplicating, Independent Audit, Cost Allocation Plan, Central Purchasing, Sundry General Government, Suppression, Regional Reference Library, General Fund Transfers, Reserve for Contingency, Revolving Loan, Debt Service, Health Insurance Trust) – Smith presented the other budgets, the billing process and funds

saved for Sundry General Government. Smith reported that CIP projects will need to be transferred and there will need to be a motion on Monday. Motion by Jensen/Hintz to accept the Central Postage, Central Telephone, Central Duplicating, Independent Audit, Cost Allocation Plan, Central Purchasing, Sundry General Government, Suppression, Regional Reference Library, Revolving Loan, Debt Service and Health Insurance Trust and to forward this onto the full County Board for their consideration. All Aye, motion passes.

Adjourn: Hintz adjourned the meeting at 4:47 p.m.