

Administration Committee/Budget Hearings
October 1, 2018
Minutes

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

Call to order: 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 the order of items at the Chair's discretion. All aye; motion carried.

Approve minutes: Motion by Cushing/Jensen to approve the minutes of 9/27/18 as presented. All aye; motion carried.

Vouchers, reports, purchase orders, line item transfers

County Clerk: Motion by Mott/Cushing to approve the Clerk's bills as presented. All aye; motion carried.

Resolution: 2018 Designate Public Depositories: Motion Jensen/Cushing to approve the 2018 Designate Public Depositories and forward it onto the full County Board for approval under consent agenda. All aye; motion carried.

Resolution: 2018 Auditor-Finance Director Investment Authority: Motion Cushing/Mott to approve the resolution and forward it onto the full County Board under consent agenda. All aye; motion carried.

Capital Improvement Program Topics for Consideration: Jensen reported that during the CIP meetings a number of topics came up as items needing consideration. The topics that the CIP committee discussed and feel need to be addressed are: Should all brick and mortar projects be taken care of at once? Do we continue to do updates to the current Highway facility or review options including a new facility? Technology philosophy of Oneida County – how to stay up-to-date on technology? Courthouse Security – Single Point of Entry project. Discussion regarding where and how to handle these topics. Discussion regarding each committee needing to look at their respective departments and long-term projects.

2019 Budget Hearings:

Budget Preview: Smith gave an overview of the 2018 budget. Smith reported that the sales tax is expected to exceed expectations by \$100,000, interest will exceed budget by \$200,000, Forestry will be bringing in \$286,000 more than budgeted and the Sheriff's Office prisoner revenue has already exceeded \$651,000. Smith reported that there is \$200,000 remaining in the contingency fund and \$60,000 has been earmarked. Smith reported that after the first two quarters the vacancy budget of \$225,000 has already been funded and any additional funds will be returned to the general fund. Smith reported that there was 1.8 million budgeted to be spent from the general fund in 2018 (\$1.2 million towards CIP, \$250,000 towards operations, \$32,000 toward Register of Deeds and \$445,000 towards a potential land purchase) and estimate returning 1.7 million returned to the general fund. Smith presented and explained the Oneida County budget summary cover page. Smith reported that the 2019 allowable levy increase will be \$18,100. There will also be a personal property aid from the State in the amount of \$73,845 (this is a portion of the net new construction increase that will be paid from the State and not placed on the levy). Total tax levy proposed for 2019 is \$16,666,281 which is an increase of 333,663. Departments have requested \$16,794,304 in budgets for 2019, which is in excess of \$128,023 over 2018. Discussion regarding proposed revenue and the proposed budget. Smith presented an overview of the increases and decreases to the tax levy.

County Clerk/Insurance/County Board and Committees: Smith reported that there is no increase in non-personnel expenses for the County Clerk's budget and for elections. There is an increase in revenue for elections and an increase in the insurance budget. Motion by Cushing/Mott to approve the County Clerk's budget as presented and forward it to County Board for their consideration. All aye; motion carried.

9:46 – Recess

10:01 – Return from Recess

Tourism Council – Smith reported that the tourism council is requesting \$30,000 more for 2019. The 2018 budget was \$100,000 and for 2019 they are requesting \$130,000. Krystal Westfahl reported that this increase is due to a JEM grant that has been received from the State of Wisconsin. This grant must be matched by the Tourism Council and accounts for

the \$30,000. This would not be needed after the grant is completed. Discussion regarding the \$30,000 budget increase request from the Tourism Council. Motion by Mott/Jensen to reduce the request by the Tourism Council to \$15,000. Discussion regarding the increase. Jensen, nay, Cushing, aye, Hintz, nay, Fried, nay, Mott, aye. Motion fails. Motion by Jensen/Mott to approve the advertising budget at \$100,000 for 2019 and forward onto the County Board for their review. Jensen, aye; Cushing, aye; Hintz, aye; Fried, aye; Mott, aye. All aye, motion carried.

Social Services – Mary Rideout gave a summary of the Social Services budget. Rideout reported that the only increase they are asking for is the allowable increase for salary and fringe for existing staff. Rideout gave a brief overview of the 2019 Social Services Budget. Discussion regarding out of home care costs and the effect this has on the budget. Motion by Cushing/Jensen to approve the Social Services budget as presented and forward it to the County Board for their approval to include the additional para-professional position in the Children and Families unit. Smith reported that the new position is not currently in the budget, however, that position will be paid for from the Social Services budget. Discussion regarding the proposed budget. All aye; motion carried.

Recess – 11:06 a.m.

Return from Recess – 11:15 a.m.

Airport – Smith reported that the Airport is not requesting an increase to the budget. Matthew Leitner, Airport Director, was present and gave an overview of the budget. Leitner reported that they have been able to maintain the County Contribution by increasing the fees that the users pay to use the airport. Discussion regarding the airport budget. Motion by Cushing/Mott to approve the airport budget and forward it to the County Board. All aye; motion carried.

Other Budgets (Central Postage, Central Telephone, Central Duplicating, Finance Department, Independent Audit, Cost Allocation Plan, Central Purchasing, Sundry General Government, Regional Reference Library, Reserve for Contingency, Revolving Loan, Debt Service, Airport Construction, Health Insurance Trust) – Smith presented the budgets for fund balances, central postage, central telephone, central duplicating, Finance Department budget, independent audit, cost allocation plan, central purchasing, sundry general government (accrued compensated absences, pto payout), and regional reference library. Smith presented the reserve for contingency budget. Smith reported that the property tax line will be increasing, forest cropland/management has been decreased, sales tax has been increased, interest on taxes and penalty on taxes have been decreased, shared revenue increased in 2019, conservation aids stayed the same, pilt-exempt computer went down, personal property aid is a new item and is paid by the state but taken out of the levy, interest earned increased, rental facilities stayed the same, sale of county land stayed the same, miscellaneous revenues stayed the same and fund balance applied included CIP projects. Motion by Jensen/Mott to approve central postage, central telephone, central duplicating, Finance Department budget, independent audit, cost allocation plan, central purchasing, sundry general government (accrued compensated absences, pto payout), and regional reference library and forward onto the full county board for approval. All aye; motion carried.

Break for lunch – 12:05

Return from lunch – 1:00

Sheriff's Office/Emergency Management – Smith gave an overview of the Sheriff's Office. They are proposing an increase in prisoner revenues by \$70,000 and this will cover additional prisoner expenses in medical, food and jail supplies. Sheriff Hartman presented and discussed an informal poll regarding jailer wages showing that Oneida County is the 3rd lowest county in jailer wages. Discussion regarding wages, overtime, etc. Discussion regarding continuing appropriations in the Sheriff's Office. Discussion regarding the Emergency Management budget. Smith stated that she would like to see the intergovernmental charges increased this year. Motion by Cushing/Hintz to increase budget line 52310.473200 (intergovernmental charges) from \$100,000 to \$120,000. All aye; motion carried. Discussion regarding staffing levels for ambulance services. Motion by Jensen/Cushing to approve the Sheriff's Office budget, including emergency management, as presented and forward it onto the full county board for their consideration. All aye; motion carried.

Other budgets – Smith presented the Contingency Budget. Smith reported that as of right now the 2019 Contingency Budget is \$541,250, which is down \$111,000 from the 2018 budget. Smith presented the Revolving Loan Fund budget. Motion by Cushing/Mott to approve the revolving loan fund budget as presented. All aye; motion carried.

Recess – 1:55 p.m.

Return from Recess – 2:02 p.m.

Corporation Counsel – Smith reported that Corporation Counsel has a reduction in non-personnel costs by \$339. Motion by Cushing/Mott to approve Corporation Counsel Budget and forward it onto the full County Board for approval. All aye; motion carried.

Buildings and Grounds – Smith gave an overview in budget changes for the 2019 Buildings and Grounds budget. Smith reported that for 2019 there are requests for \$5,000 in ergonomic equipment and \$10,700 for UWEX Capital Outlay. Smith also reported that there are additional savings for the Courthouse, Department of Aging and Law Enforcement Center electric due to the lighting project that took place. Brunette gave an explanation of the ergonomic equipment request and the UWEX Capital Outlay projects. Discussion regarding the buildings and grounds projects. Motion by Mott/Cushing to approve the Buildings and Grounds budget as presented and move it onto the full County Board for approval. Discussion regarding the proposed budget. Fried would like to see the additional requests pulled from the budget. Voice vote 4-1 (Fried nay); motion carried.

Economic Development – Smith stated that the request for 2019 is the same as 2018. Smith reported that in 2017 and 2018 the Economic Development Corporation requested an additional \$30,000 and \$32,000 as one-time requests for the budgets. Stacey Johnson, Economic Development Corporation Executive Director, gave an explanation of the budget. Discussion regarding the proposed budget. Motion by Jensen/Mott to reduce the Economic Development budget by \$8000 for a total budget of \$106,950. Discussion regarding the amount of the reduction. Jensen, aye; Cushing, aye; Hintz, aye; Fried, nay; Mott, aye; motion carried.

Human Service Center – Hintz gave an overview of the budget deficit and the options that are being researched to determine if efficiencies can be found. Tamara Feest presented a zero percent budget increase for 2019 and the Human Service Center will use their fund balance to cover the deficit for 2019. Discussion regarding the Human Service Center deficits and future budget needs. Discussion regarding family care and the impact that has had on the Human Service Center budget. Motion by Jensen/Cushing to approve the Human Service Center budget as presented and forward it on to the full county board for approval. Discussion regarding the Human Service Center fund balance and how long that may be able to cover the deficit. All aye; motion carried.

Library – Smith reported that the library is requesting an increase of \$512. Smith reported that the Library budget is not subject to the Levy Limit restrictions. Smith reported that the Crandon Library invoice came in after the due date and therefore is not covered under the Library budget. Discussion regarding the library budget. Motion by Jensen/Cushing to reduce the library budget by \$512 for a total of \$424,551 and forward it on to the County Board for approval. Mott, nay; Fried, nay; Hintz, nay; Cushing, aye; Jensen, aye. Motion defeated.
Motion by Fried/Mott to approve the library budget as presented. All aye; motion carried.

Adjourn: Motion to adjourn at 4:14 p.m. by Fried/Hintz. All aye; motion carried.

Respectfully submitted,

Tracy Hartman, Recording Secretary
Oneida County Clerk

David Hintz, Chair