

FINANCE COMMITTEE
September 26, 2013

The meeting of the Finance Committee was called to order by Chair Deb Schubert at 4:30 PM on Thursday, September 26, 2013, in the Green Lake County Board Room. The requirements of the open meeting law were certified as being met.

Present: Deb Schubert Joanne Guden Jack Meyers
 Harley Reabe Margaret Whirry

Also Present:

Marge Bostelmann, County Clerk	Dan Hurst, Corporation Counsel	Kathy Morris, Treasurer
Amy Brooks, Highway	Sheriff Podoll	Becky Pence, Highway
Lori Evans, Sheriff's Office	Mark Putzke, Chief Deputy	LeRoy Dissing, HHS Director
Phil Robinson, HHS Deputy Director	Sue Krueger, Clerk of Courts	Kyle Sargent, DA
Judge Slate	Scott Weir, Maintenance	Sarah Guenther, ROD
Al Shute, LUPZ	Paul Gunderson, LCD	Mark Amend, Library
Terri Stellmacher, Child Support	Maureen Schweder, Supervisor	Sue Wendt, Supervisor

The Pledge of Allegiance was recited.

AGENDA

Motion/second (Guden/Reabe) to approve the amended agenda. Motion carried.

MINUTES

Motion/second (Guden/Meyers) to approve the minutes of the August 29, 2013. Motion carried.

PUBLIC COMMENTS

Thor Bacus – Representative of AFSCME stated there are problems with employee morale. He Stated benefits have been lost. He wants to address step increases being taken away which eliminates long term incentives.

CORRESPONDENCE – None

APPEARANCES – None

TREASURER'S MONTHLY REPORT

Morris presented her report to the Committee. Sales tax for July to be deposited October 1 is \$96,572.83. She also explained that delinquent taxes left to collect has gone down. The current delinquency is 2.07% which is the smallest since September 1st 2007.

Boat Launch collected to date is \$26,200.57.

There are 13 tax deed properties that will be viewed by the Finance Committee on September 30.

Motion/second (Reabe/Meyers) to accept the Treasurer's Report. Motion carried.

DEPARTMENT HEAD REPORT – Mark Podoll, Sheriff

Podoll explained that Evans would give an overview of the budget. Evans explained that the expenditures are at about 61% at the end of August and also explained that revenues are at 54%. She explained why some line items are over budget, she explained that some audit adjustments were made that reallocated revenue funds to 2012.

RESOLUTIONS/ORDINANCES

Res. 20-2013 Cancellation of Outstanding Checks

Motion/second(Reabe/Guden) to approve the resolution and send it on to County Board. Motion carried.

BUDGET ADJUSTMENTS

Sheriff Podoll requested budget adjustment from Jail Salaries to Jail Capital Equipment. Podoll explained why the DVR recording system for the jail needs replacement.

13-100-09-52700-110-000 – (\$43,855.00)

13-100-09-52700-810-000 – \$43,855.00

Motion/second(Reabe/Whirry) to approve the budget request adding the two expense lines. Motion carried.

HHS is requesting a budget adjustment of \$71,437 in overtime and revenues in the Income Maintenance Budget. The increase is for additional costs related to the Affordable Care Act implementation. Dissing explained the increase

13-207-34-54402-125-000 increase by \$71,437

13-207-34-43500-000-000 increase by \$71,437

Motion/second(Guden/Meyers) to approve the budget request adding the two expense lines. Motion carried.

BUDGET REVIEW

Whirry stated that because the Committee meets at the end of the month and reviews the period ending of the prior month, budget adjustments that are approved by Committee are a month behind on the printout received by the Committee. So when the Committee receives the next printout approved budget adjustments are not reflected until the following month. She also asked that grant revenue and expenditure amounts be adjusted in the budget so funds are not received and expended with \$0 budgeted. Bostelmann will review the printouts and make the adjustments for grants received after the budget was passed.

2014 BUDGET

Capital Projects – Kathy Morris: Morris presented a spread sheet that explained the capital project budget sheets for 2014. The spreadsheets explain the potential refinancing next year.

Clerk of Courts – Sue Krueger: Krueger explained the bailiff increase and finance charges. Judge Slate explained that the Clerk keeps the law library and the Judge determines what materials are part of the law library. Costs are being determined

District Attorney – Kyle Sargent: The copy fees are billed twice a year and will probably meet budget. The Forensic cost is revenue from cities and sheriff's office.

Circuit Court – Judge Slate: Slate explained why the office supplies were increased and that the current budget reflects the costs. Travel is already over budget and registration and conventions are close to budget. His overall levy is reduced.

Maintenance /Parks – Scott Weir: Salary increase is based on new employee on second shift. Maintenance for the food pantry is what is budgeted for maintenance necessary. Discussion on the repair of the roof on the building is maintenance or capital improvement expense. The increase of \$26,000 was increase of personnel.

Register of Deeds – Sarah Guenther: Guenther explained the increase in office stationary and forms. Guenther explained changes in her budget and why changes were made. Guenther explained the need for a replacement of the microfiche machines. It was also noted that only security papers can be used for some documents.

Land Use Planning & Zoning – Al Shute: Shute explained why the travel budget is \$1000. He looked at the last 5 years and explained that the high was \$1012 and the low was the \$177.41. Meeting payments are for the Board of Adjustments.

Land Conservation – Paul Gunderson: Gunderson explained that overtime is based on additional time needed for a funded program. Gunderson explained that the Wildlife program is a self-sufficient program. Questioned where supplies come in to the revenue page. The conservation fund was explained. Capital equipment was explained.

Child Support – Terri Stellmacher: Stellmacher explained the possible need of overtime and that the service of process costs have increase. Office supplies are expensed and 66% is received. Conferences increase is for the Corporation Counsel so that he can attend the child support training and the child support budget can get reimbursed. She also explained that microfiche cost is reimbursed so it was taken out of the IT budget.

Library Services – Mark Amend: The library is a service for county residents. He explained the agreement between the County and the Library and how the county's reimburse is for expenses incurred in 2012. **Motion/second(Guden/Reabe)** to suspend a decision on the library budget until additional information is received. Motion carried.

Highway Department – Amy Brooks: Brooks explained that the request to increase the levy for Highway by \$196,000 was to present a realistic need to the County for road improvement. The Highway budget has been adjusted to the 0% levy increase as directed by the Finance Committee. They would like to request an additional \$50,000 for road construction or additional equipment if possible. All these things affect the safety and efficiency of the operations. Pence explained that the highway financials make the department look healthy but the actual reserves available are only \$303,000. Brooks explained that \$50,000 would be very helpful in the efficiencies of the operations.

Motion/second(Meyers/ Guden) to provide the Highway budget with an additional \$50,000 in levy. Roll call vote, 5 ayes, 0 nays, motion carried.

Corporation Counsel – Dan Hurst: Hurst presented a revised budget with no levy increase.

Elections & Purchasing – Marge Bostelmann: Bostelmann explained that the increase in the purchasing

budget is because of the copy machines purchases for all county departments and the Election budget pages were correct as requested at last meeting.

*Motion/second(Guden/Whirry)*to accept all the budget as presented, with an increase of \$50,000 levy in Highway and with the exception of the Library budget until more information is presented. Motion carried.

APPROVE 2014 BUDGET FOR PUBLICATION

*Motion/second(Whirry/Reabe)*to publish the budget as presented knowing that changes may be made. Motion carried.

SUPERVISOR'S MONTHLY CLAIMS

Supervisors' claims were presented in the amount of \$5,516.93 and lay persons' of \$213.92.

MONTHLY VOUCHERS

Vouchers were presented for Finance in the amount of \$7,980.01 and IT in the amount of \$14,134.01.

Motion/second (Reabe/Guden) to approve the supervisor's claims, and the vouchers for Finance. Motion carried.

CLERK'S REPORT – None

COMMITTEE DISCUSSION

- **Future meeting dates:** Special Meeting: September 30 at 3:15 pm; Regular Meeting: October 31, 2013 at 4:30 pm.
- **Future Agenda:**

Whirry will not be able to attend the September 30th meeting or the October 31st meeting.

ADJOURNMENT

Motion/second (Whirry/Meyers) to adjourn at 6:35 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk