

**Administration Committee – Budget Hearings  
October 6, 2015  
Minutes**

**Committee members present:** Chairman David Hintz, Ted Cushing, Robb Jensen, Bob Mott and Sonny Paszak.

**Others present:** Margie Sorenson (Finance), Lisa Charbarneau (LRES), Joe Brauer (Airport), Luann Brunette (Buildings & Grounds), Mike Fugle (Corporation Counsel), Brenda Behrle (Clerk of Courts), Mary Rideout (Social Services), Ken Kortenhof (Emergency Management), Sheriff Grady Hartman, Jill Butzlaff and Dan Hess (Sheriff's Department), Mary Bartelt (County Clerk), Kyle Franson (Register of Deeds), John Bilogan (Forestry), Diane Jacobson (Department on Aging) and Kerri Ison, recording secretary.

**Call to order and Chairperson's announcements:** The meeting was called to order by Chairman Hintz at 8:30 a.m. in the County Board Room on the second floor of the Oneida County Courthouse. The meeting was 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. All ayes; motion carried.

**2016 Budget Preview:** Sorenson noted the request for departments to cut 5% in non-personnel expenses is not reflected in the budget printout binders.

Sorenson provided Committee a budget review packet and discussed in detail.

- She noted county sales tax is currently \$150,000 above last year at this time.
- Changes in the health insurance plan were discussed at length.
- Preliminary changes to gross levy were reviewed/discussed in detail.
- Retiree health insurance was also discussed noting there are approximately 30 retirees collecting now with 26 people eligible who are still working. Charbarneau discussed possible changes to retiree health. Sorenson estimates 13 people will retire in 2016.
- The Capital Improvement Program items will be discussed on Thursday. Those departments who wish to fight for a particular project should appear at that time.
- Discussion was held regarding the history and status of the general fund noting there is approximately \$4 million excess in the fund.

- Discussion was held regarding highway budget for road construction.

Motion by Hintz/Mott to take \$250,000 from general fund and apply to the levy. All ayes; motion carried.

**Airport:** Brauer presented Airport 2016 budget with the requested 5% decrease (\$3,919). Motion by Cushing/Paszak to accept the adjusted 2016 Airport budget at \$197,080. Discussion followed. All ayes, motion carried.

**2016 Budget Preview (continued):**

- Sorenson noted worker's compensation premiums will significantly increase in 2016. Worker's compensation premiums get charged back to the departments. The Highway Department, Social Services, Ambulance and the Landfill are also charged for contractor's equipment and buildings (property insurance). As premiums will increase, departmental charges also increase. Sorenson stated to increase expenses (\$52,000) and increase charges to departments (\$95,000). Discussion followed. Revenue is approximately 50% worker's compensation and the remaining charges make up the other 50%.
- Buildings and Grounds requested that four Maintenance Technician positions be reclassified effective 1/1/16. The proposed wage increase for four employees totals \$23,000 and needs to be placed in the contingency fund in the event it passes County Board.
- There is also an increase (\$4,800) in the Health Department budget as wages were adjusted for the registered dietician and Public Health Nurses due to the market. The wage adjustment was passed by County Board.

Motion Cushing/Jensen to add \$52,000 for worker's compensation; \$23,000 for Buildings and Grounds position reclassifications; and \$4,800 for Registered Dietician and Public Health Nurses. Discussion followed. Mott suggested position changes be submitted earlier in the year (i.e. July for County Board approval in August). All ayes; motion carried.

Motion by Jensen/Hintz to increase revenues by \$95,000 for general insurance charges as presented. All ayes; motion carried.

**Corporation Counsel:** Mike Fugle presented the 2016 Corporation Counsel budget with a 5% reduction in paper service fees. Discussion followed. Motion by Paszak/to

reduce the Corporation Counsel budget by \$2,500 and forward to County Board for consideration. All ayes; motion carried.

**Other budgets:**

- **County Board:** Sorenson submitted 5% decrease in legal services (Board of Adjustment representation--\$1,200) and postage (\$500). Motion by Cushing/Paszak to amend the County Board budget by reducing it by \$1,700 and forward to County Board for consideration. All ayes; motion carried.
- **Commissions and Committees:** Sorenson submitted reduction of per diem (\$4,300) for Commissions and Committees. Motion by Cushing/Jensen to reduce Commissions and Committees budget by \$4,300 and forward to County Board for consideration. Discussion followed. All ayes; motion carried.
- **Central Postage:** Costs are charged to departments--no cuts proposed.
- **Central Telephone:** Costs are charged to departments, no cuts proposed. This budget includes costs for software maintenance which will also be charged to departments.
- **Central Duplicating:** Costs are charged to departments. Motion by Cushing/Mott to approve the central postage, central telephone and central duplicating budgets as presented and forward to County Board for consideration. All ayes; motion carried.

**Clerk of Courts:** Behrle submitted 5% budget decrease by reducing jury fees (\$2,000), telephone (\$150 telephone) and other professional services/interpreter fees (\$200). She indicated jury fees are always an unknown. Discussion followed. Motion by Cushing/Jensen to amend the Clerk of Courts budget by \$2,350 and forward to County Board for consideration. All ayes; motion carried. Lengthy discussion followed regarding drop in revenues. The Administration Committee requested a report from the Clerk of Courts regarding drop in revenues and reason of same. Discussion followed regarding outstanding fees.

**Department of Social Services:** Rideout provided budget summary for review and discussed in detail. Additional funding (\$4,000) may be needed to fund one of two economic support workers that were added in 2013 as state funding has been discontinued. She noted the state may release funds to cover it but it is unknown at this time. Discussion was held regarding 17 year olds being returned to the juvenile court system from the adult system and out of home placements. Family Care will be converted prior to being implemented. This is not expected until after 01/01/17, but it

will have a substantial impact on the budget due to a large decrease in administrative funds. Motion by Cushing/Mott to reduce the tax levy by \$250,000 from the Social Services budget, thus amending their budget. All ayes; motion carried.

Committee recessed for lunch at noon and reconvened at 1:30 p.m.

**Emergency Management:** Korten Hof provided 2016 Emergency Management budget summary. He discussed in detail the increase in ambulance and hospital subsidies due to the request to upgrade the Three Lakes and Sugar Camp service areas to Paramedic Level (they are currently at EMT/EMT I level). Discussion followed. An increase is also requested to upgrade defibrillators in all medic units, including Three Lakes. He discussed the continuing appropriations account balance for ambulance hospital subsidies. Lengthy discussion followed. Motion by Paszak/Cushing to amend the Emergency Management budget by removing \$2,200. All ayes; motion carried. Discussion continued. To meet the 5% reduction, additional cuts were made in the Sheriff's Department budget as the ambulance is a Sheriff's Department "project budget". Sorenson noted the ambulance has a large increase to the tax levy, although it is an excluded levy.

**Sheriff's Department:** Sheriff Hartman reviewed cuts made to reach a 0% increase budget for 2016. The request for an additional 5% will result in the removal of one correctional officer position (\$64,000) by attrition and reducing the gas/motor oil account. Discussion followed. Hartman noted there is no timeframe for housing state inmates to increase revenue. Discussion held regarding the truancy program. Discussion was held regarding revenue changes, changes to housing out-of-county prisoners, decrease in civil process and overtime. Sorenson discussed local housing fee/pay-to-stay (increase \$5,000), commissary fee revenues and continuing appropriation accounts. Motion by Hintz/Paszak to approve the adjusted Sheriff's Department Budget, including the Emergency Management budget and forward to County Board for consideration. Discussion was held regarding items to include in the Capital Improve Program. All ayes; motion carried.

**County Clerk:** Bartelt reviewed changes made to reach 5% decrease (County Clerk and elections). She voiced her concern of the decrease to elections as it is the about the same as what was budgeted in 2012. Discussion followed regarding elections. Motion by Cushing/Paszak to adjust the County Clerk's budgets by \$174 and \$7,050 and forward to County Board for consideration. All ayes; motion carried.

**Insurance and Risk Management:** Bartelt noted the numbers are just estimates as policies quotes have not been received at this time. Sorenson noted there is a continuing appropriation account for the safety program. The worker's compensation budget will increase dramatically due to incidents. The public liability deductible continuing appropriation balance is \$12,835 which will be applied to public liability insurance. Bartelt noted Secura will not be renewing our worker's compensation policy. Insurance bids are due on 10/12/15. Lengthy discussion followed. Motion by Cushing/Jensen to apply \$12,835 from continuing appropriations account to public liability insurance and forward adjusted budget to County Board for consideration. All ayes; motion carried.

**Register of Deeds:** Franson submitted a reduction to the sundry repair and maintenance line item (\$803). Discussion followed regarding continuing appropriation accounts, specifically social security number redaction project balance. This will be spent by the end of 2016 on maintenance agreements. Increasing fee revenues was discussed. It was noted fees are set by State Statute. Motion by Cushing/Hintz to raise the Register of Deed revenues by \$10,000 each in transfer fees and Register of Deeds fees and forward to County Board for consideration. All ayes; motion carried. Motion by Mott/Jensen to reduce the sundry repair and maintenance account by \$803 and forward to County Board for consideration. All ayes; motion carried.

**Forestry:** Bilogan presented 5% decrease in budget (parks, campground facilities, county forest accounts). Mott commended Bilogan on forest consolidation and his work with ATV groups. Bilogan provided stumpage revenue history and budget handouts. He suggested leaving the 2016 budget the same as 2015. Lengthy discussion followed regarding road allocation to towns and revenues. Motion by Jensen/Cushing to reduce the Forestry budget by \$3,559 and forward to County Board for consideration. All ayes; motion carried. Cushing thanked Bilogan for working with budget over the past years.

**Department on Aging:** Jacobson voluntarily decreased the Department on Aging budget by \$1,093. Motion by Cushing/Mott to decrease the Department on Aging budget by \$3,810 and forward to County Board for their consideration. All ayes; motion carried.

**Adjournment:** Motion by Cushing/Mott to adjourn at 4:04 p.m. All ayes; motion carried.

Respectfully submitted,

Heidi Ison

D. Hintz

David Hintz, Chair