



**FINANCE COMMITTEE
MINUTES
SEPTEMBER 16, 2013**

PRESENT: Chair John H. Tramburg, Supervisors Barry Pufahl, Robert R. Westby, Vern E. Gove, and Harlan Baumgartner

ALSO PRESENT: Board Chair Andy Ross, Lois Schepp, Joseph Ruf III, Supervisor Ken Hutler, Judge Andrew Voigt, Helen Wruck, Julie Kayartz, Susan Raimer, Jane Kohlwey, Cory Wiegel, and Randy Oetzmann

The meeting was called to order at 8 a.m. and was legally noticed/published.

BUDGET REVIEW

Budgets scheduled to be heard were reviewed. Goals, projections, capital outlay, and any staffing requests were discussed as each budget was presented.

Budget No. 1 Child Support

Judiciary & Property Committee Chair Ken Hutler, Joseph Ruf III, and Helen Wruck, joined the meeting to present the 2014 Child Support budget request.

MOTION: On motion by Pufahl, second by Baumgartner, Budget No. 1 was approved.

Total County Appropriation: \$346,930

Budget No. 2 Corporation Counsel

MOTION: On motion by Gove, second by Baumgartner, Budget No. 2 was approved.

Total County Appropriation: \$162,030

Budget No. 3 County Court Commissioner

MOTION: On motion by Baumgartner, second by Westby, Budget No. 3 was approved.

Total County Appropriation: \$64,200

FINANCE COMMITTEE
MINUTES
SEPTEMBER 16, 2013

Budget No. 4 District Attorney

District Attorney Jane Kohlwey joined the meeting to present the 2014 budget request for her department. State Aid for the Victim Witness program was discussed.

MOTION: On motion by Pufahl, second by Gove, Budget No. 4 was approved.

Total County Appropriation: \$383,565

PERSONNEL REQUEST

The request for increased hours for legal secretaries was put on hold until budget finalization and/or the Carlson Dettmann comprehensive evaluation of the County's compensation plan is completed.

CAPITAL OUTLAY

Kohlwey noted that her governing committee had removed a standup adjustable workstation for \$2,500 from her original outlay request – pending approval from the County's worker's comp insurance company. The insurance company has now approved this type of workstation.

MOTION: On motion by Westby, second by Baumgartner, the requested outlay was approved for a total of \$2,840 including the \$2,500 standup workstation.

MOTION: On motion by Pufahl, second by Gove, the approval for the \$2,500 standup workstation was amended to be "*on a trial basis*".

Total Amended Outlay: \$2,840

Budget No. 5 Teen Court

MOTION: On motion by Pufahl, second by Westby, Budget No. 5 was approved.

Total County Appropriation: \$19,000

Budget No. 6 Clerk of Courts

Clerk of Court Susan Raimer and Judge Andrew Voigt joined the meeting.

MOTION: On motion by Baumgartner, second by Gove, Budget No. 6 was approved as amended.

Line Item 523200 – Other Equipment Maintenance was reduced to \$17,590

Total Amended County Appropriation: \$364,416

PERSONNEL REQUEST

The request for increased hours for judicial assistants was put on hold until budget finalization.

FINANCE COMMITTEE
MINUTES
SEPTEMBER 16, 2013

Budget No. 6 Clerk of Courts, continued

CAPITAL OUTLAY

MOTION: On motion by Westby, second by Pufahl, requested outlay was approved.

Total Outlay: \$8,600

Budget No. 7 Register in Probate

Register in Probate Julie Kayartz joined the meeting to present the budget request.

MOTION: On motion by Gove, second by Baumgartner, Budget No. 7 was approved.

Total County Appropriation: \$132,681

Budget No. 8 Family Court Mediator

MOTION: On motion by Pufahl, second by Baumgartner, Budget No. 8 was approved.

Total County Appropriation: \$19,899

CAPITAL OUTLAY

MOTION: On motion by Pufahl, second by Gove, requested outlay was approved.

Total Outlay: \$250

Budget No. 9 Circuit Court Operations

MOTION: On motion by Pufahl, second by Baumgartner, Budget No. 9 was approved.

Total County Appropriation: \$13,380

BUILDINGS AND GROUNDS

Buildings & Grounds Director Cory Wiegel, and Engineer Randy Oetzmann presented the 2014 budget request. Outlay requests were discussed.

Budget No. 10 Buildings & Grounds Administration

MOTION: On motion by Gove, second by Baumgartner, Budget No. 10 was approved.

Total County Appropriation: \$168,435

Budget No. 11 C. Frederick Administration Building

MOTION: On motion by Baumgartner, second by Pufahl, Budget No. 11 was approved.

Total County Appropriation: \$301,161

FINANCE COMMITTEE
MINUTES
SEPTEMBER 16, 2013

Budget No. 11 C. Frederick Administration Building, continued

CAPITAL OUTLAY

Wiegel reviewed the various outlay items being requested. At this time, the Administration Building outlay request was postponed pending further review.

Budget No. 12 Law Enforcement Center

Utility costs were discussed.

MOTION: On motion by Baumgartner, second by Pufahl, Budget No. 12 was approved.

Total County Appropriation: \$232,676

PERSONNEL REQUEST

The request for a new janitor position was put on hold until budget finalization. Wiegel noted that the cost for this position would be offset by a reduction in contract services.

CAPITAL OUTLAY

The outlay requests were reviewed. The LEC outlay request was postponed until budget finalization.

Budget No. 13 Annex

MOTION: On motion by Pufahl, second by Baumgartner, Budget No. 13 was approved.

Total County Appropriation: \$51,631

CAPITAL OUTLAY

The outlay requests for open face down spouts and a new roof were reviewed.

MOTION: On motion by Pufahl, second by Gove, the outlay was approved as amended, with the request for a new roof being removed.

Total Amended Outlay: \$1,938

Budget No. 14 County Jail/Huber Center Maintenance

MOTION: On motion by Westby, second by Gove, Budget No. 14 was approved.

Total County Appropriation: \$1,209,646

CAPITAL OUTLAY

The outlay requests for the Jail/Huber Center were reviewed.

FINANCE COMMITTEE
MINUTES
SEPTEMBER 16, 2013

Budget No. 14 County Jail/Huber Center Maintenance, continued

MOTION: On motion by Pufahl, second by Gove, the outlay request was approved/amended with the following items allowed at this time:

- Replace Humidifier on AHU#1
- Huber Replace Pump #16
- Resurface Sally Port Floor

Total Amended Outlay: \$29,600

Budget No. 15 Old Recycling Center

MOTION: On motion by Pufahl, second by Gove, Budget No. 15 was approved.

Total County Appropriation: \$4,320

Budget No. 16 HHS Building

MOTION: On motion by Baumgartner, second by Westby, Budget No. 16 was approved.

Total County Appropriation: (\$17,468)

ADJOURNMENT

MOTION: On motion by Pufahl, second by Baumgartner, the meeting was adjourned at 11:44 a.m.

Next Meeting: Tuesday, September 17, 2013

Respectfully Submitted:

Robert R. Westby, Secretary

Cindy Devine, Recording Secretary

cc: Finance Committee
County Board Chair
Lois Schepp
Joseph Ruf III
Sue Moll
Internet