

Columbia County Finance Committee

MINUTES

September 18, 2007

PRESENT: Chair John H. Tramburg, Supervisors Debra L. H. Wopat, Susan Martin, Robert R. Westby, and Robert L. Hamele

ALSO PRESENT: Board Chair Harlan Baumgartner, Lois Schepp, Amy Yamriska, Katie Parlier, Supervisor Gerald Salzwedel, John Bluemke, Supervisor Ken Hutler, Cory Wiegel, Randy Oetzman, Fred Hebert (SWCAC), Supervisor J. Robert Curtis, Erik Pritzl, Cathy Karls, and Wendy Metcalf

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

BUDGET REVIEW

The Committee reviewed budgets scheduled for consideration at today's hearings. Discussion was held regarding Family Care, the new Aging and Disability Resource Center (ADRC), state funding uncertainties, and budget restrictions caused by the levy limit. It was noted that taxpayers may find that these budget restrictions will impact the services they are accustomed to.

BUDGET HEARINGS

Budget No. 24 Health Care Center (HCC)

Supervisor Gerald Salzwedel, HCC Administrator Amy Yamriska, and Accounting Supervisor Katie Parlier joined the meeting to present the HCC 2008 budget request.

New personnel requests including two part-time Activity Assistants, an increase in HR Analyst hours, and a Medical Records Clerk reclassification are included in the budget as presented – with no County Appropriation. The 2008 outlay request reflects a 3.6% decrease compared to 2007.

Other than increases in wages and fringe benefit costs, the budget was affected by:

- Rising food costs
- Increased vehicle maintenance due to older vehicles
- Increased computer support costs
- Increases in dues
- Decreased natural gas prices

Possible revenue sources were discussed such as promoting out-patient therapy services, options for providing family care and adult day care services at the HCC, and offering catering services for special events

Columbia County Finance Committee

MINUTES

September 18, 2007

Budget No. 24 Health Care Center (HCC), continued

MOTION: On motion by Martin, second by Hamele, Budget No. 24 was approved, including the new position requests and outlay.

No County Appropriation

Budget No. 25 Planning & Zoning

Planning & Zoning Director John Bluemke joined the meeting to review his 2008 budget request.

Discussion was held regarding the decrease in projected revenues. The housing market is down, resulting in reduced revenues from sanitary and other permits.

MOTION: On motion by Wopat, second by Westby, Budget No. 25 was approved.

Total County Appropriation: \$514,832

CAPITAL OUTLAY

The \$15,000 vehicle replacement request was denied.

Supervisor Ken Hutler, Cory Wiegel, and Randy Oetzman joined the meeting to present/discuss the Buildings and Grounds budget request(s). The Committee reviewed the department budgets overall. As a result of upcoming changes in Health & Human Services programs, the Committee noted that all budgets were being carefully scrutinized.

Budget No. 26 Buildings and Grounds Administration

Discussion was held regarding the cost of utilities.

MOTION: On motion by Martin, second by Wopat, Budget No. 26 was approved.

Total County Appropriation: \$152,978

Wiegel's request for a part-time clerk/typist was discussed. Wiegel explained the duties this position would perform, including: payroll reporting, bills, filing, calling suppliers, tracking utility costs per building, etc. Schepp asked for copies of the reports used by the department, noting that the PeopleSoft System could possibly generate this information without re-entering the data on a separate spreadsheet. Wiegel replied that he would appreciate any help he could get.

Columbia County Finance Committee

MINUTES

September 18, 2007

Budget No. 27

C. Frederick Administration Building

MOTION: On motion by Martin, second by Westby, Budget No. 27 was approved.

Total County Appropriation: \$281,411

CAPITAL OUTLAY

The request for a \$51,961 remodel in the Treasurer's Office was removed.

MOTION: On motion by Wopat, second by Westby, outlay was approved as amended.

Total Amended Outlay: \$67,000

Budget No. 28

Law Enforcement Center

Utility budgets and rent revenue were reviewed.

MOTION: On motion by Westby, second by Wopat, Budget No. 28 was approved.

Total County Appropriation: \$233,787

CAPITAL OUTLAY

The outlay request was reviewed. Requests to seal coat/stripe the corner lot, handicap door replacement, skid steer trailer, and secure basement/stairwell doors were denied.

MOTION: On motion by Martin, second by Hamele, the outlay was amended and approved.

Total Amended Outlay: \$17,931

Budget No. 29

Annex

MOTION: On motion by Wopat, second by Westby, Budget No. 29 was approved.

Total County Appropriation: \$48,680

CAPITAL OUTLAY

Discussion was held regarding the request to replace Liebert A/C unit and platform extension project. The seal coat/stripe and the platform request were removed.

Columbia County Finance Committee

MINUTES

September 18, 2007

Budget No. 29 Annex – Outlay, continued

MOTION: On motion by Hamele, second by Martin, outlay was amended and approved for the purchase of a Liebert Air Conditioning Unit.

Total Amended Outlay: \$6,000

Budget No. 30 County Jail/Huber Center Maintenance

The HVAC upgrade project was discussed. Oetzman reported that the Energy Recovery Units were installed and functioning, noting that the greatest payoff would be during the heating season.

MOTION: On motion by Hamele, second by Wopat, Budget No. 30 was approved.

Total County Appropriation: \$1,210,675

CAPITAL OUTLAY

The outlay request was reviewed with the following items deleted:

- walk 2-stage snow blower
- sealcoat & stripe
- upgrade/replacement jail control room software
- replace windows – medical

MOTION: On motion by Hamele, second by Westby, outlay was amended and approved.

Total Amended Outlay: \$53,274

Budget No. 31 Pathfinder House Operating Costs

MOTION: On motion by Wopat, second by Martin, Budget No. 31 was approved.

No County Appropriation

Budget No. 32 Old Recycling Center

Wiegel explained the electric utility request provides security lighting for the mobile command trailer which is located at the site.

MOTION: On motion by Westby, second by Wopat, Budget No. 32 was approved.

Columbia County Finance Committee

MINUTES

September 18, 2007

Budget No. 32 Old Recycling Center, continued

Total County Appropriation: \$2,853

CAPITAL OUTLAY

The request to replace the gravel lot was discussed. The project was divided into two phases. The Committee approved phase one of the gravel lot, which would allow the command trailer to get in and out.

MOTION: On motion by Westby, second by Wopat, the outlay was amended and approved.

Total Amended Outlay: \$3,000

Budget No. 33 HHS Building

MOTION: On motion by Wopat, second by Westby, Budget No. 33 was approved.

No County Appropriation

CAPITAL OUTLAY

The seal coat/stripe request was deleted. Discussion was held regarding the portable A/C. The unit provides air conditioning for the computer room at the building.

MOTION: On motion by Martin, second by Wopat, the outlay request was amended and approved.

Total Amended Outlay: \$4,315

MEETING ADJOURNED FOR LUNCH 12:00 – 1:00 P.M.

The Committee reconvened at 1 p.m. Supervisor J. Robert Curtis, SWCAC Director Fred Hebert, HHS Director Erik Pritzl, Asst. Comptroller Cathy Karls, and Economic Support Division Administrator Wendy Metcalf joined the meeting at this time.

Budget No. 34 Community Action Council

Hebert outlined the council's activities. The Community Action Council is the management agency and the facility agent for River Haven Homeless Shelter. The council also helps provide low income housing, energy assistance, and operates four food pantries in Columbia County.

MOTION: On motion by Hamele, second by Wopat, Budget No. 34 was approved.

Columbia County Finance Committee

MINUTES

September 18, 2007

Budget No. 34 Community Action Council, continued

Total County Appropriation: \$7,500

The Committee reviewed a synopsis of the Health and Human Services budget request. Progress with new programs for Family Care, the Aging and Disability Resource Center were discussed. Other items were reviewed, including court ordered services, the assessment process, the immunization, pandemic, and bio-terrorism programs, etc.

Budget No. 35 Mental Health Services

The budget was reviewed.

MOTION: On motion by Hamele, second by Westby, Budget No. 35 was approved.

Total County Appropriation: \$657,155

Budget No. 36 Alcohol and Drug Abuse

MOTION: On motion by Westby, second by Martin, Budget No. 36 was approved.

Total County Appropriation: \$20,036

Budget No. 37 Intoxicated Driver Program

MOTION: On motion by Westby, second by Hamele, Budget No. 37 was approved.

No County Appropriation

Budget No. 38 Economic Support

The large increase in MA Transportation was questioned. Karls responded that the budget line item was totally funded by the State Medical Assistance program.

MOTION: On motion by Wopat, second by Hamele, Budget No. 38 was approved.

Total County Appropriation: \$211,371

Budget No. 39 HS Medication Asst. Program

The program provides medication assistance for people who have no money for their court ordered prescriptions.

Columbia County Finance Committee

MINUTES

September 18, 2007

- Budget No. 39 HS Medication Asst. Program, continued
- MOTION: On motion by Hamele, second by Wopat, Budget No. 39 was approved.
- Total County Appropriation: \$3,900
- Budget No. 40 WHEAP FY 07-08
- MOTION: On motion by Martin, second by Wopat, Budget No. 40 was approved.
- No County Appropriation
- Budget No. 41 Agency Management
- Increases in this budget were primarily due to Wages/Benefits and Computer Support.
- MOTION: On motion by Wopat, second by Martin, Budget No. 41 was approved.
- Total County Appropriation: \$141,566
- Budget No. 42 Family Court Mediator
- This program provides mediation services and custody studies in divorce Cases (Children in the Middle).
- MOTION: On motion by Hamele, second by Westby, Budget No. 42 was approved.
- Total County Appropriation: \$24,847
- Budget No. 43 Support and Overhead
- The budget was reviewed. Discussion was held regarding:
- MIS Services – request is for programming services from the MIS Department
 - Outlay of \$31,000 is for the 2nd phase of the wireless tower project
 - Bank Fees – credit card transaction fees from the bank
- MOTION: On motion by Wopat, second by Martin, Budget No. 43 was approved.
- Total County Appropriation: \$476,326

Columbia County Finance Committee

MINUTES

September 18, 2007

Budget No. 44 Division of Aging and Long Term Care

Pritzl noted that this budget reflects changes resulting from the new Family Care Program and Aging and Disability Resource Center (ADRC).

MOTION: On motion by Westby, second by Hamele, Budget No. 44 was approved.

Total County Appropriation: \$176,604

No budget is proposed for 2009.

Budget No. 45 Personal Care Program

MOTION: On motion by Wopat, second by Martin, Budget No. 45 was approved.

No County Appropriation

Budget No. 46 DSL Autism Program

MOTION: On motion by Westby, second by Hamele, Budget No. 46 was approved.

No County Appropriation

Budget No. 47 Family Care

Pritzl explained the \$1.9 million program financing request, and offered two other options for the Committee to consider:

Option #1: Reduce the request to \$1,650,000 based on 6 month proration of services.

Option #2: Because of the unknowns in the new program, the request could be reduced to \$425,000 at this time. When State calculations are complete, the County would then be responsible for any difference.

MOTION: On motion by Wopat, second by Martin, Budget No. 47 was approved as amended.

Total Amended County Appropriation: \$425,000

Pritzl was instructed to come back for additional funds when accurate information is available. At that time, the funding request will be presented to the County Board for approval.

**Note: This budget will be revisited on the final day of budget deliberations.*

Columbia County Finance Committee

MINUTES

September 18, 2007

Budget No. 48 Aging and Disability Resource Center Development

This budget will be completely funded by State/Federal funds.

MOTION: On motion by Westby, second by Hamele, Budget No. 48 was approved.

No County Appropriation

Budget No. 49 Division of Children and Family Services

Juvenile placement costs were discussed.

MOTION: On motion by Martin, second by Wopat, Budget No. 49 was approved.

Total County Appropriation: \$996,166

Budget No. 50 Adult Protective Services

Pritzl noted that the program grant did not meet funding needs for the program.

MOTION: On motion by Wopat, second by Westby, Budget No. 50 was approved.

Total County Appropriation: \$61,584

Budget No. 51 Health Services

MOTION: On motion by Hamele, second by Wopat, Budget No. 51 was approved.

Total County Appropriation: \$371,835

Budget No. 52 Health Check

MOTION: On motion by Hamele, second by Martin, Budget No. 52 was approved.

Total County Appropriation: \$770

Budget No. 53 State Consolidated Health Contract

MOTION: On motion by Wopat, second by Martin, Budget No. 53 was approved.

No County Appropriation

Columbia County Finance Committee

MINUTES

September 18, 2007

- Budget No. 54 Limited Agent Program
- MOTION: On motion by Hamele, second by Martin, Budget No. 54 was approved.
- No County Appropriation
- Budget No. 55 WIC Program
- MOTION: On motion by Wopat, second by Martin, Budget No. 55 was approved.
- No County Appropriation
- Budget No. 56 Communicable Disease Control
- MOTION: On motion by Martin, second by Wopat, Budget No. 56 was approved.
- No County Appropriation
- Budget No. 57 Anti-Tobacco Community Coalition
- MOTION: On motion by Martin, second by Hamele, Budget No. 57 was approved.
- No County Appropriation
- Budget No. 58 COA Administration
- MOTION: On motion by Hamele, second by Westby, Budget No. 58 was approved.
- Total County Appropriation: \$38,281
- Budget No. 59 III – B Supportive Services
- MOTION: On motion by Martin, second by Hamele, Budget No. 59 was approved.
- No County Appropriation
- Budget No. 60 III – C1 Congregate Meals
- MOTION: On motion by Martin, second by Hamele, Budget No. 60 was approved.
- No County Appropriation

Columbia County Finance Committee

MINUTES

September 18, 2007

- Budget No. 61 III – C2 Home Delivered Meals
- MOTION: On motion by Hamele, second by Westby, Budget No. 61 was approved.
- No County Appropriation
- Budget No. 62 III – D Preventive Health
- MOTION: On motion by Hamele, second by Martin, Budget No. 62 was approved.
- No County Appropriation
- Budget No. 63 National Family Caregiver Support
- MOTION: On motion by Martin, second by Wopat, Budget No. 63 was approved.
- No County Appropriation
- Budget No. 64 State Senior Community Services
- MOTION: On motion by Wopat, second by Martin, Budget No. 64 was approved.
- No County Appropriation
- Budget No. 65 St. Elderly Benefit Specialist
- MOTION: On motion by Wopat, second by Westby, Budget No. 65 was approved.
- No County Appropriation
- Budget No. 66 Elderly Transportation
- MOTION: On motion by Westby, second by Hamele, Budget No. 66 was approved.
- Budget No. 67 Aging Foot Clinic
- MOTION: On motion by Martin, second by Wopat, Budget No. 67 was approved.
- No County Appropriation

Columbia County Finance Committee

MINUTES

September 18, 2007

Budget No. 68 Ensure Supplement Program

MOTION: On motion by Westby, second by Hamele, Budget No. 68 was approved.

No County Appropriation

ADJOURNMENT

MOTION: On motion by Martin, second by Westby, the meeting adjourned at 3:10 p.m.

The next meeting date/time: Thursday, September 20th at 8 a.m.

Respectfully Submitted:

Robert R. Westby, Secretary

Cindy Devine, Recording Secretary

cc: Finance Committee
County Board Chair
Lois Schepp
Joseph Ruf III
Susan M. Moll
Internet