

Columbia County Finance Committee

MINUTES

December 15, 2005

PRESENT: John H. Tramburg, Debra L. H. Wopat, Harlan Baumgartner, and Kenneth E. Olson

ALSO PRESENT: Susan Martin, Lois Schepp, Cory Wiegel, Jeanne Miller, Kurt Dey, Sheriff Rowe, Wayne Smith, Pat Beghin, Amy Yamriska, Cathy Karls, Wendy Metcalf, and Paul Ferguson (Daily Register)

EXCUSED: Barry Pufahl

The meeting was called to order at 9 a.m. and was legally noticed and published. The agenda was approved on motion by Olson, second by Wopat.

Schepp noted that the presentation of the 2004 audit was being rescheduled to the January 2006 meeting. Due to inclement weather and poor road conditions, the representative from Clifton Gunderson LLP was unable to attend this meeting.

Minutes

The minutes of the November 10th and 15th Finance Committee meetings and the December 15th joint Finance/Executive Committee meeting were approved on motion by Baumgartner, second by Wopat.

Vouchers

Previously Paid Vouchers for December Audit were approved on motion by Olson, second by Wopat, for a total of \$3,892,917.48.

Prepaid Expenses (vouchers for items budgeted in 2006, that have to be paid now) were approved on motion by Wopat, second by Baumgartner for a total of \$16,046.45.

On motion by Wopat, second by Baumgartner, County Board Payroll for November meetings paid in December was approved for a total of \$5,498.89.

Release of 2006 Outlay – Building & Grounds

Cory Wiegel joined the meeting to request the release of 2006 Outlay funds for the purchase of a new lawn mower. Snow equipment can be attached to the mower to help with snow removal efforts this winter.

On motion by Baumgartner, second by Olson, the request to purchase the mower was approved for a total of \$11,250.

Release of 2006 Outlay – Building & Grounds, continued

Wiegel also requested approval of a \$4,000 line item transfer to cover the cost of painting two department trucks. He asked that the funds be carried over to 2006, as one of the vehicles could not be painted until March or April next year.

On motion by Wopat, second by Baumgartner, the line item transfer was approved for a total of \$4,000 to be transferred from the Jail Remodeling account to the Building & Grounds Vehicles account. The carry over of these funds to 2006 was included in the approval.

Request for Funds for Maintenance of Current Election Equipment – County Clerk

The Committee reviewed a \$3,142 request from Clerk Jeanne Miller to fund maintenance costs for the existing election equipment and software. Miller had budgeted for new election equipment to be installed in 2006, but the State has yet to approve the brand to be used. Therefore, the Clerk needs to have maintenance in place on the old equipment to ensure it will work for next year's elections.

Voter registration issues were also discussed. Miller is concerned that if voter registration isn't complete, funding for ADA equipment may be in jeopardy.

On motion by Olson, second by Wopat, the Committee approved the Clerk's request for an additional \$3,142 for election equipment and software maintenance in 2006. Funds will come from the 2006 outlay budget.

Release of 2006 Outlay – Highway

Highway Commissioner Kurt Dey requested the release of 2006 outlay funds to order/purchase the following items:

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|--|---------|
| • Integrated Tool Carrier (1) | 38,000 |
| • Tennant Scrubber (1) | 12,346 |
| • Update Quad-Axle Material Trucks (4) | 28,000 |
| • Tandem Plow Truck (1) | 187,800 |
| • Patrol Plow Trucks (2) | 288,800 |
| • V-Box Sander Units (2) | 50,000 |
| • Paging System (1) | 53,000 |

On motion by Baumgartner, second by Olson, the Committee approved the release of 2006 outlay funds for a total of \$657,946 for items listed above.

The closeout of the Highway Shop Building Project was reviewed. Dey reported that they were waiting for some bills from Omni. The project will hopefully be closed out this month (December).

Release of 2006 Outlay – Highway, continued

Dey noted that the DNR signed-off on the current soil testing sites, but is now looking at the old salt shed area for additional testing. Dey stated that if this area was registered, the County would be eligible for PECFA reimbursement funds for any remediation costs above \$10,000.

Sheriff

CELLULAR 911 GRANT: Sheriff Rowe and Emergency Management Director Pat Beghin informed the Committee that the contract for Wireless 911 Cellular Phone Location Project had just been received. After the contract has been thoroughly reviewed, Rowe asked that the Committee approve moving forward with the project right away. Many counties will be implementing similar projects, and it would be best to get on the contractor's (Micro Data) schedule.

The Cellular 911 Grant reimbursement rate was reviewed. Beghin noted that although Columbia County is being reimbursed at 60%, other counties received 100% reimbursement. He is drafting a letter to find out the reasoning behind this disparity, however he felt the Public Service Commission would not amend the reimbursement rates.

Discussion continued regarding a new charge on cell phone bills to assist in the 911 project. Although the new charge is currently scheduled for a three-year period, the Sheriff indicated that it would be helpful if the legislature continued the charge into the future to help offset ongoing costs of the system.

On motion by Olson, second by Baumgartner, the Committee approved the release of the 2006 Outlay funds budgeted for this project totaling \$395,000.

The Sheriff was asked to report back to the Committee regarding progress being made on this project.

2005 OUTLAY REQUEST: The Sheriff asked for approval to purchase two (2) tasers with funds from the Sale of Property account. Some shot guns and other equipment had been sold for \$1,703.43 and the department would like to purchase the tasers using these funds.

On motion by Baumgartner, second by Olson, the Committee approved the request to purchase two new tasers for \$800 each from the Sale of Property account.

2006 OUTLAY REQUEST: The Sheriff requested the release of \$105,400 in 2006 Outlay Funds to purchase the following items:

Tactical Body Armor (3)	\$ 5,000
In-Car Videos (2)	8,400
2006 Ford Crown Victoria (2) K9 Units	43,000
Used Detective Vehicle (3)	37,000
Used Dodge Minivan (Prisoner Transports)	12,000

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Sheriff, continued

On motion by Olson, second by Wopat, the release of 2006 Outlay funds was approved for a total of \$105,400 to purchase the items listed above.

DRUG PROGRAM UPDATE: Sheriff Rowe reported that the State eliminated funding to the Columbia County Drug Task Force.

The \$79,100 Drug Education and Enforcement budget for 2006 was based on receiving funds from this program, and the Sheriff asked the Committee for guidance on how to proceed considering the loss of the \$27,000 Federal Aid-Anti Drug Abuse revenue.

Rowe indicated the essential line items in the budget, and stated that he could make some cuts, but not enough to cover the decrease in revenue dollars. The Committee noted the importance of this program, and asked that the department continue with the program, using the remaining funds as conservatively as possible. The issue can be addressed as needed later in 2006.

Release of 2006 Outlay – Health Care Center

Health Care Center Administrator Amy Yamriska requested the release of \$5,775 in 2006 outlay funds to purchase a skid loader.

On motion by Wopat, second by Baumgartner, the Committee approved the release.

HHS Line Item Transfer

Assistant Comptroller Cathy Karls and Economic Support Supervisor Wendy Metcalf joined the meeting to request a \$25,000 line item transfer. Columbia County will no longer provide determination of child care eligibility. The County's contract with Workforce Connections has been terminated. The department is asking to transfer funds from the 3rd Party Collections account to provide funding for the loss of the \$25,000.

On motion by Olson, second by Wopat, the request was approved for a total of \$25,000 to be transferred from the 3rd Party Collections account to the St. Aid – Income Maintenance account.

JDE/PeopleSoft Update

Schepp reviewed progress regarding the Highway computer system upgrade, noting the project was going very well. A demonstration of the hand-held devices had been held, and overall results were very positive. Refresher training is ongoing to prepare for the January 1 "go live" date.

Release of 2006 Outlay – Accounting

Schepp requested the release of 2006 outlay funds to purchase modular furniture.

On motion by Wopat, second by Olson, the Committee approved the release.

2006 Paper Contract

Schepp requested that the current paper contract with Corporate Express be continued. Corporate Express provided prices for paper in 2006, which included a minimal increase (2.18%) in the cost per case price of regular copy paper. Prices are guaranteed for the entire year. The current system is very convenient for all departments to use, and paper is delivered the next day. No storage is necessary which greatly relieves space issues faced by many departments.

In the future, it is hoped that the paper contract will be included in the office supply contract, rather than bid individually.

On motion by Baumgartner, second by Wopat, the Corporate Express Paper Contract was continued for 2006.

At this time, Chair Martin asked that the Committee review information regarding equipment for high density storage in the District Attorney's office. Due to lack of adequate information at budget time, the high density file storage project had been tabled. The District Attorney would like the request to be reconsidered for the 2006 Budget.

On motion by Olson, second by Baumgartner, the request was denied because it was not presented in a timely manner at budget time. The Committee recommended that the District Attorney include this project in her 2007 budget request.

Position Replacements

Due to employees transferring to other departments, two positions in the Accounting Department need to be replaced.

- Accounting Assistant (HHS Business Office). The Hiring Analysis information was reviewed.

On motion by Baumgartner, second by Wopat, the replacement request was approved.

- Accounting Aide (Central Accounting Office). Hiring Analysis information was reviewed.

On motion by Olson, second by Wopat, the Committee approved replacement of the Accounting Aide position in the Central Accounting Office.

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Closed Session

On motion by Wopat, second by Olson, the Committee adjourned to closed session at 11:44 a.m. pursuant to Wisconsin State Statute Section 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee (Comptroller) over which the government body has jurisdiction or exercises responsibility. The roll call vote was unanimous.

Open Session

The Committee reconvened in open session at 12:30 p.m. on motion by Olson, second by Baumgartner. The roll call vote was unanimous.

The meeting was adjourned at 12:35 p.m. on motion by Wopat, second by Olson.

Respectfully Submitted:

Harlan Baumgartner, Secretary

Cindy Devine, Recording Secretary

CC: Finance Committee
Board Chair Martin
Lois Schepp
Joseph Ruf III
Jeanne Miller
Internet