



**COLUMBIA COUNTY  
FINANCE COMMITTEE MINUTES  
SEPTEMBER 15, 2017**

**PRESENT:** Chair John H. Tramburg, Supervisors Mary Cupery, Dan Drew, Mike Weyh, and James E. Foley

**ALSO PRESENT:** Board Chair Vern E. Gove, Lois Schepp, and Joseph Ruf III

**2018 BUDGET REVIEW**

The meeting was called to order at 9:00 a.m. and was legally noticed/published.

**MOTION:** On motion by Weyh, second by Foley, the agenda was approved.

Budget materials were distributed to the Committee.

Lois Schepp handed out a draft of *Making Cents*, a Guide to County Budget/Finances. After the budget is approved the guide can be finalized and Schepp will present it in October and November.

**REVIEW PERSONNEL COSTS/ISSUES**

Corporation Counsel Joseph Ruf III gave an overview of requests for 2018 new/revised positions and requests for increased weekly hours. The requests were approved and ranked by the HR Committee. The HR Committee is recommending an ATB increase of 1%. They do not have the final numbers on Health Insurance, but are within the 7% cap.

**2018 POSITION REQUESTS**

RANK	DEPARTMENT	POSITION	REQUEST
1	Buildings & Grounds	Janitor	New Position
1	Buildings & Grounds	Janitor	New Position
1	Health Care Center	LTE Groundskeeper	New Position
1	Health Care Center	Preventive Maintenance Mechanic	Increase from 37.5-40 hrs./week
2	Land Information	Real Property Lister	Change title & Increase from Grade H to Grade I
2	MIS	Infrastructure Support Specialist II	Reclass to Infrast. Supp. Spec. III

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RANK	DEPARTMENT	POSITION	REQUEST
2	MIS	Infrastructure Support Specialist I	Reclass to Infrast. Supp. Spec. II
3	Solid Waste	Operations Manager	New Position
4	Solid Waste	Administrative Assistant LTE	New Position
5	Clerk of Courts	Chief Deputy/Deputies/Judicial Assts.	Increase from 37.5-40 hrs./week
5	Register in Probate	Register in Probate/Deputy	Increase from 37.5-40 hrs./week
6	District Attorney	Legal Secretary	Increase from 18.75-40 hrs./week
7	Highway	LTE	New Position
7	Highway	LTE	New Position
7	Highway	LTE	New Position
7	Highway	LTE	New Position
8	H&HS	Juvenile Court Restitution	Increase from 32.5-37.5 hrs./week
9	Highway	Highway Maintenance Workers	Upgrade 9 employees on steps 1 through 5 to step 6
9	H&HS	Social Worker	New Position
10	Sheriff	Patrol Lieutenant w/Midnight Shift Differential	New Position
11	H&HS	Social Worker	New Position
12	Land & Water	LTE	New Position
13	Planning & Zoning	Zoning & Sanitary Specialist	New Position
13	Planning & Zoning	Administrative Assistant	Increase from 18.75-40 hrs./week
13	Sheriff	Jail Lieutenant	New Position
14	Sheriff	Deputy	New Position
15	Planning & Zoning	Zoning & Land Use Intern	New Position

BUDGET REVIEW

Schepp gave an overview of the budget process and distributed a budget fact sheet. Per the County Levy Limit, the total allowable levy increase is \$610,525, excluding specials and debt. To meet this limit, \$3,610,024 will need to be reduced from the tax levy. This amount does not include new position requests.

**ATC PAYMENT**

Schepp reported after 2017 election equipment (\$312,365) and 2018 9-1-1 radio upgrade in proposed budget (\$676,560), \$220,829 would be remaining in ATC funds.

**SHERIFF OUTLAY NEEDS**

The proposed 2018 Records Management Software (\$439,780) and the proposed 2019 9-1-1 Radio/Towers (\$2,500,000) were discussed.

**HIGHWAY SALT SHED**

The proposed Highway Portage Salt Shed (\$771,620) was discussed.

*The Sheriff Software and Highway Salt Shed total \$1.2 million that is in the current proposed levy. These amounts will need alternative financing as they cannot be funded this way.*

The following budgets that generated a levy decrease:

- Sales Tax
- Treasurer Revenues
- Solid Waste Appropriations

The majority of the levy increase is from the following:

- Highway
- Sheriff Administration and County Jail
- Buildings & Grounds
- Health & Human Services
- Debt Service

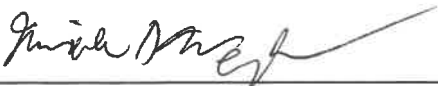
Other:

- *Callable Bonds* in 2019 and 2020. If needed, we could restructure and add debt for Sheriff or Highway outlay projects.

ADJOURNMENT

MOTION: On motion by Drew, second by Foley, the meeting was adjourned at 11:30a.m.

Respectfully Submitted:



Mike Weyh, Finance Committee Secretary



Sarah Parker, Recording Secretary

CC: Finance Committee  
County Board Chair  
Lois Schepp

Joseph Ruf III  
Susan M. Moll  
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