



COLUMBIA COUNTY

Accounting Office

608-742-9645
FAX: 608-742-9846
Email: accounting@co.columbia.wi.us
Website: www.co.columbia.wi.us

112 East Edgewater Street
P.O. Box 473
Portage, WI 53901

COLUMBIA COUNTY FINANCE COMMITTEE MINUTES SEPTEMBER 27, 2018

PRESENT: Chair Dan F. Drew, Supervisors James E. Foley, Matthew L. Rohrbeck, Barry Pufahl, and JoAnn Wingers

ALSO PRESENT: Board Chair Vern E. Gove, Supervisors Tom Borgkvist, Kevin Kessler, Mike Weyh, Nancy Long, and Susanna Bradley, Lois Schepp, Joseph Ruf III, Shonna Neary, Kurt Calkins, Dawn Woodard, Jessica Kath, Matthew Bortz, Chris Hardy, Judge Andrew Voigt, Susan Raimer, Dave Drews, Roger Brandner, and Lyn Jerde (PDR)

The meeting was called to order at 8:00 a.m. and was legally noticed/published.

BUDGET REVIEW

The Committee reviewed amendments made to date, noting that with these amendments, there is still \$1,758,350 to reduce from the tax levy. The finalization schedule included discussion/review on the following items:

- Land & Water Personnel Requests, Computer Support & Change in Revenue
- Planning & Zoning Personnel Requests, Computer Support & Technology
- Health & Human Services Personnel Requests, Accounting Assistant & Budgets
- Highway Personnel Requests & Buildings Outlay
- MIS Personnel Requests
- Sheriff Personnel Requests
- Probate/Courts/DA Personnel Requests
- Reclasses
- Cost of Living Wage Increase

DEPARTMENT CALLBACKS

Budget No. 4 Land & Water Conservation Department (LWCD)

Supervisors Kevin Kessler and Mike Weyh and LWCD Director Kurt Calkins were present to discuss personnel requests, computer support and change in revenue.

MOTION: On motion by Foley, second by Pufahl, Budget No. 4 – the Committee approved the amended budget to include an intern position, an increase in hours from 37.5 to 40 for the Administrative Secretary, and an increase in computer support. The Director's personnel cost will be divided 50/50 into the LWCD and Planning & Zoning budgets.

Total Amended County Appropriation: \$414,250

Budget No. 11 Planning and Zoning

Supervisors Kevin Kessler and Mike Weyh and Planning & Zoning Director Kurt Calkins were present to discuss personnel requests, computer support and technology. A proposal was presented to put \$10,000 in Contracted Services to contract with a consultant to carry out work. This would be in addition to the already approved budget. Calkins would like better integration between Planning & Zoning, Land & Water, Land Information, and Register of Deeds and GIS Consulting would do that. Comptroller Lois Schepp gave other options outside of the budget.

MOTION: On motion by Foley, second by Pufahl, Budget No. 4 – the Committee approved the amended budget to include an intern and increase in computer support. GIS Consulting will be looked at outside of the budget. The Director’s personnel cost will be divided 50/50 into the LWCD and Planning & Zoning budgets.

Health and Human Services

Health & Human Services Director Dawn Woodard, Accountant Jessica Kath and Accountant Matthew Bortz joined the meeting and presented the amended budget for a total reduction of \$100,000.

**COLUMBIA COUNTY HEALTH HUMAN SERVICES
 2019 PROPOSED BUDGET CUTS**

2019 Budget Revisions							
Budget	Object	Description	Original	Reduce to	Savings	Note	
4401	521100	Contracted Services General	\$ 2,494,350	\$ 2,436,710	\$ 57,640	Eliminate TCHCC (\$121,550) Add in Daybreak \$70,060 Eliminate OWI Therapy (\$2,530) Reduce Crisis Stabilization (\$3,640)	
4520	844000	Capital Outlay	\$ 35,750	\$ 750	\$ 35,000	Remove 2 vehicles from Capital Outlay	
4610	536100	Medical Supplies	\$ 2,500	\$ 2,200	\$ 300	Reduced based on history	
4536	521100	Contracted Services General	\$ 18,970	\$ 17,000	\$ 1,970	Reduced based on history	
4536	552135	Services	\$ 12,600	\$ 11,000	\$ 1,600	Reduced based on history	
4401	466085	IDP Collections	\$ (65,980)	\$ (68,480)	\$ 2,500	Transfer from 4403 IDP	
4403	466085	IDP Collections	\$ (20,000)	\$ (17,500)		Non-levy account	
4402	521100	Contracted Services General	\$ 4,990	\$ 4,000	\$ 990	Reduced based on history	
Total Reduction						<u>\$ 100,000</u>	

MOTION: On motion by Foley, second by Wingers, the Committee approved one (1) vehicle to remain in outlay and added \$17,500 back into the HHS budget.

Motion: On motion by Wingers, second by Pufahl, the Committee approved the amended proposed cuts of \$82,500.

PERSONNEL REQUESTS

Motion: On motion by Foley, second by Rohrbeck, the Committee denied the personnel request for a Social Worker and Children and Families Supervisor.

Health and Human Services, continued

The Committee expressed concern with the dramatic increase in revenue and clients in the Comprehensive Community Services (CCS) program. There has been no increase to billing staff and keeping up with Federal and State requirements has become an issue.

Motion: On motion by Rohrbeck, second by Wingers, the Committee approved a full-time HHS Accounting Assistant.

Budget No. 42	Mental Health Services/Alcohol and Drug Abuse Total Amended County Appropriation: \$1,309,260
Budget No. 43	Medication Assisted Recovery Coordinator Total Amended County Appropriation: \$79,700
Budget No. 44	Intoxicated Driver Program Amended County Appropriation
Budget No. 46	Economic Support Total Amended County Appropriation: \$731,120
Budget No. 49	Agency Management Total Amended County Appropriation: \$234,470
Budget No. 50	OWI Treatment Court Total Amended County Appropriation: \$12,530
Budget No. 51	Drug Court Program Total Amended County Appropriation: \$14,460
Budget No. 52	Support and Overhead Total Amended County Appropriation: \$915,030
Budget No. 53	Division of Behavioral Health & LTC/Children's Waiver Total Amended County Appropriation: \$289,530
Budget No. 54	Family Care Total County Appropriation: \$424,000
Budget No. 55	Division of Children and Family Services Total Amended County Appropriation: \$2,007,630
Budget No. 57	Adult Protective Services Total Amended County Appropriation: \$174,800
Budget No. 58	Health Services Total Amended County Appropriation: \$517,780
Budget No. 66	COA Administration Total Amended County Appropriation: \$34,920

Budget No. 75 Elderly Transportation
Total County Appropriation: \$27,370

Motion: On motion by Foley, second by Wingers, Budget No. 42, 43, 44, 46, 49, 50, 51, 52, 53, 54, 55, 57, 58, 66, and 75 were approved.

Highway

Highway Commissioner Chris Hardy joined the meeting to discuss the department's 2019 personnel and outlay request.

PERSONNEL REQUESTS

MOTION: On motion by Pufahl, second by Wingers, the Committee approved the request to upgrade twelve employees on steps 1 thru 5 to step 6.

CAPITAL OUTLAY

MOTION: On motion by Rohrbeck, second by Pufahl, the Committee approved removing the Wyocena Switch/Spur Repairs outlay request of \$74,210 from outlay.

MOTION: On motion by Pufahl, second by Foley, the Committee approved the Sand Storage Facility (CS Dome) contingent on approval/documentation from the State.

MIS

MIS Director Dave Drews joined the meeting to discuss personnel requests.

PERSONNEL REQUESTS

MOTION: On motion by Foley, second by Wingers, the Committee approved the reclassification of two (2) Application Developer I positions to Application Developer II positions.

Sheriff's Department

MOTION: On motion by Pufahl, second by Foley, the Committee denied the following personnel requests:

- (2) Deputies
- Patrol Lieutenant-Midnight Shift
- Jail Lieutenant

The Committee requested Sheriff-elect analyze personnel needs, after he assumes office.

Register in Probate and Clerk of Courts

Judge Voigt and Clerk of Courts Susan Raimer joined the meeting to discuss personnel requests.

MOTION: On motion by Foley, second by Wingers, the Committee approved to increase the below fifteen employees from 37.5 hours/week to 40 hours/week:

- Register in Probate Register in Probate/Deputy
- Clerk of Courts Chief Deputy/Deputies/Judicial Assistants

Court Commissioner

MOTION: On motion by Pufahl, second by Foley, the Committee denied the request to increase the Court Commissioner's days from two (2) to three (3).

Sheriff's Department

Sheriff-elect Roger Brandner joined the meeting to discuss personnel requests.

District Attorney

Assistant District Attorney Jordan Lippert joined the meeting to discuss personnel requests.

MOTION: On motion by Foley, second by Wingers, the Committee denied the request to increase hours from 18.75 hours/week to 40 hours/week for the Legal Secretary. Denial not unanimous.

The Committee requested the new District Attorney take office and assess personnel needs.

Personnel Reclasses

Human Resources Director Joseph Ruf III explained that the selected reclasses were approved by the Human Resources Committee totaling \$12,040 and do not require action from the Finance Committee.

Cost of Living ATB

For a 1% Across the Board (ATB) increase the County would need take \$225,000 out of the Contingency Fund and a separate resolution.

MOTION: On motion by Pufahl, second by Foley, the Committee approved a 1% ATB increase for all County employees. Approval not unanimous.

FINALIZE BUDGET

2019 COUNTY LEVY

MOTION: On motion by Pufahl, second by Wingers, the committee approved using \$1,561,940 from the General Fund to balance the budget and set the 2019 County Levy and Mill Rate as follows:

Budget No. 143	General Revenues & Reserves
	Total Equities and Revenues: \$7,825,670
TOTAL LEVY:	\$27,287,560
MILL RATE:	4.984

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SEPTEMBER 27, 2018

ADJOURNMENT

MOTION: On motion by Rohrbeck, second by Foley, the meeting was adjourned at 11:45 a.m.

Respectfully Submitted:



Matthew L. Rohrbeck, 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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