



**COLUMBIA COUNTY
FINANCE COMMITTEE MINUTES
SEPTEMBER 29, 2017**

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

ALSO PRESENT: Board Chair Vern E. Gove, Supervisor Teresa Sumnicht, Lois Schepp, Joseph Ruf III, Shonna Neary, John Bluemke, Gregory Kaminski, Mat Schneider, Chris Hardy, Dawn Woodard, Cathy Karls, Jessica Kath, Matt Bortz, Sheriff Dennis Richards, Darrel Kuhl, Kathy Johnson, Susan Raimer, Judge Andrew Voigt, Troy Cross, Julie Kayartz, Linda Shawback, Wendy Hazard, Kurt Calkins, Cory Wiegel, Randy Oetzman, John Hartman, 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 \$3,669,490 to reduce from the tax levy. The finalization schedule included discussion/review on the following items:

- Veterans Grant
- CCEDC
- Planning and Zoning Personnel Requests
- Solid Waste Personnel Requests
- Highway Personnel Requests & Outlay
- Health & Human Services Personnel Requests, Budgets, Review County Programs
- Sheriff Personnel Requests & Outlay
- DA/Probate/Courts Personnel Requests
- Land and Water Personnel Requests & Computer Support
- Buildings and Grounds Personnel Requests, Contracted Services & Outlay
- MIS Personnel Requests
- Contingency
- General Revenues
- Apply Equity

Budget No. 2 Solid Waste

PERSONNEL REQUESTS

MOTION: On motion by Foley, second by Weyh, the request for an Operations Manager and Administrative Assistant LTE was approved.

Total Amended County Appropriation: \$294,530

Budget No. 33 Highway Revenues

PERSONNEL REQUESTS

MOTION: On motion by Foley, second by Drew, the request to upgrade nine Highway Maintenance Workers on steps 1-5 to step 6, was put on hold until a study from Human Resources is completed.

MOTION: On motion by Cupery, second by Foley, the request for (4) LTE positions was approved.

ROLL CALL VOTE: Ayes: 3, as follows: Weyh, Cupery, Foley
Noes: 2, as follows: Tramburg, Drew

Total Amended County Appropriation-C.T.H. Maintenance-\$1,129,630

Total Amended County Appropriation-Road & Bridge Construction on C.T.H.-\$2,731,330

Schepp reported that final 2018 state aids are not available at this time. Highway is requesting to leave revenues at the amount proposed. The Committee will leave proposed revenues as projected by the Highway Department.

Budget No. 50 Capital Outlay Pool

CAPITAL OUTLAY-SALT DOMES

MOTION: On motion by Foley, second by Drew, the Committee requested Decommission Poynette (CS Sand) be removed from the outlay request.

MOTION: On motion by Foley, second by Weyh, the Committee approved the revised outlay with the removal of Portage Shared Salt Shed & Improvements.

Total Amended Outlay: \$273,030

CAPITAL OUTLAY-MACHINERY & EQUIPMENT

MOTION: On motion by Drew, second by Weyh, the Committee approved the revised machinery and equipment outlay with the removal of a single axle plow truck and barricades.

Total Amended Outlay: \$1,169,950

DEPARTMENT CALLBACKS

Budget No. 18 Planning and Zoning

PERSONNEL REQUESTS

Planning and Zoning Director John Bluemke joined the meeting to discuss the personnel requests for:

- Zoning & Sanitary Specialist
- Administrative Assistant-Increase hours from 18.75 to 40 per week
- Zoning & Land Use Intern

Planning and Zoning, continued

MOTION: On motion by Cupery, second by Weyh, the Committee denied all (3) three personnel requests.

Solid Waste

Solid Waste Director Gregory Kaminski joined the meeting to discuss the department's personnel requests. The Committee informed Kaminski that the (2) two personnel requests were approved prior to him coming in.

Health and Human Services

Budget No. 81 Mental Health Services/Alcohol and Drug Abuse

Budget No. 91 Division of Behavioral Health & LTC/Children's Waiver

PERSONNEL REQUESTS

MOTION: On motion by Foley, second by Weyh, the Committee denied the personnel request for Budget No. 81-Crisis-Social Worker and Budget No. 91-CLTS-Social Worker.

Budget No. 93 Division of Children and Family Services

PERSONNEL REQUESTS

MOTION: On motion by Foley, second by Weyh, the Committee denied the request to increase the hours for Juvenile Court Restitution from 32.5 to 37.5 hours per week.

Highway

Highway Commissioner Chris Hardy and Accounting Supervisor Mathew Schneider joined the meeting to discuss the department's 2018 personnel and outlay requests.

The Committee explained to Hardy their prior decision on the personnel and outlay requests. (See September 29, 2017 Finance Committee Minutes- Page 2)

Health and Human Services

Health & Human Services Director Dawn Woodard and Assistant Comptroller Cathy Karls joined the meeting and presented amended budgets for a total reduction of \$200,000.

The Committee informed them of their prior decision to deny Health and Human Services personnel requests.

MOTION: On motion by Cupery, second by Drew, the Committee approved the amended Health and Human Services budget resulting in a \$200,000 reduction.

COLUMBIA COUNTY HEALTH HUMAN SERVICES 2018 PROPOSED BUDGET CUTS						
2018 Budget Revisions						
Budget	Object	Description	Original	Reduce to	Savings	Note
4402	436010	St Aid - BCA	\$ -	\$ (23,680)	\$ 23,680	Apply SAMSHA Grant
4401	436011	St Aid - CCS Cost Settlement	\$ -	\$ (44,330)	\$ 44,330	Support Accounting Staff who bills CCS
4401	466085	IDP Collections	\$ (50,000)	\$ (60,000)	\$ 10,000	Transfer from 4403 IDP
4403	466085	IDP Collections	\$ (35,980)	\$ (25,980)		Non-levy account
4403	521100	Contracted Svs-General	\$ 35,980	\$ 25,980		Non-levy account
4420	361162	Equity- HS Programs	\$ -	\$ (3,900)	\$ 3,900	Apply Equity to Remove Levy
4610	361164	Equity- Health Programs	\$ (5,300)	\$ (17,820)	\$ 12,520	Apply Equity to Reduce Levy
4401	523131	Computer Support	\$ 6,850	\$ 6,150	\$ 700	Remove 2 Laptops
4402	533160	Training/Conventions	\$ 2,600	\$ 350	\$ 2,250	Remove Substance Use Disorder Certificate
4402	521100	Contracted Svs- General	\$ 7,330	\$ 5,000	\$ 2,330	Based on client needs
4536	521100	Contracted Svs- General	\$ 24,600	\$ 19,600	\$ 5,000	Based on history
4401	521115	Contracted Svs- Under 18	\$ 1,021,210	\$ 1,015,820	\$ 5,390	Reduce contribution to PARCC
4530	521115	Contracted Svs- Under 18	\$ 264,990	\$ 261,750	\$ 3,240	Remove Birth to 3 Consulting
4401	521100	Contracted Svs- General	\$ 1,922,300	\$ 1,867,290	\$ 55,010	Take over Linkage and Follow up Northwest
4540	521115	Contracted Svs- Under 18	\$ 344,580	\$ 328,580	\$ 16,000	Reduce LSS- FPI
4401	521100	Contracted Svs- General	\$ 1,867,290	\$ 1,851,640	\$ 15,650	Reduce Mobile Crisis Shifts
Total Reduction					<u>\$ 200,000</u>	

Budget No. 125 Emergency Management

Emergency Management Director Kathy Johnson presented an overtime issue, which had not been budgeted for. The department is requesting to add overtime in the amount of \$10,050, which would be for salary and fringes.

MOTION: On motion by Weyh, second by Foley, the Committee approved Budget No. 125-Emergency Management as amended, increasing wages and fringes by \$10, 050 to cover overtime cost.

Line Item 511000-Wages was increased to \$70,570
 Line Item 512000-Fringe Benefits increased to \$28,720

Total Amended County Appropriation: \$59,320

Sheriff

Budget No. 128 Sheriff Administration

Sheriff Dennis Richards and Chief Deputy Darrel Kuhl joined the meeting to discuss reductions to the department budgets.

PERSONNEL REQUESTS

MOTION: On motion by Drew, second by Weyh, the request for a Deputy was denied.

MOTION: On motion by Weyh, second by Foley, the request for a Patrol Lieutenant-Midnight Shift was denied, and Budget No. 128-Sheriff Administration was approved as submitted.

Total County Appropriation: \$5,088,820

CAPITAL OUTLAY-SHERIFF AUTOS

After researching Support Vehicles, the Sheriff is requesting \$35,000 for a transport van. \$14,000 would be funded through the 2018 support vehicle request. The balance would be paid from their 2017 Gas/Oil line item (this amount will be carried over to 2018).

MOTION: On motion by Foley, second by Weyh, the Committee approved outlay as requested. The department will use funds from gas/oil to cover the remaining balance of the Support Vehicle.

Total Outlay: \$211,410

Budget No. 132 County Jail

PERSONNEL REQUESTS

MOTION: On motion by Drew, second by Foley, the request for a Jail Lieutenant was denied.

Total County Appropriation: \$6,123,510

Budget No. 20 Register in Probate

Budget No. 21 Clerk of Courts

Budget No. 23 District Attorney

PERSONNEL REQUESTS

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

- Budget No. 20-Register in Probate/Deputy-Increase hours from 37.5 to 40 hours/week
- Budget No. 21-Chief Deputy/Deputies/Judicial Assistants-Increase hours from 37.5 to 40 hours/week
- Budget No. 23-Legal Secretary-Increase hours from 18.75 to 40 hours/week

Budget No. 9 Land & Water Conservation Department

Director Kurt Calkins joined the meeting to discuss the department's personnel requests and budget.

PERSONNEL REQUESTS

MOTION: On motion by Cupery, second by Weyh, to approve a new LTE position.

ROLL CALL VOTE: Ayes: 2, as follows: Cupery, Weyh
Noes: 3, as follows: Foley, Tramburg, Drew

Motion Failed.

Calkins requested to add iPad to Computer Support and remove high end PC and license for LTE from Computer Support.

MOTION: On motion by Foley, second by Weyh, the Committee approved Budget No. 9- Land and Water Conservation Department as amended.

Line Item 523131-Computer Support was decreased to \$3,820

Total Amended County Appropriation: \$388,570

Buildings and Grounds

Buildings and Grounds Director Cory Wiegel and Engineer Randy Oetzman joined the meeting to discuss the department's budget.

PERSONNEL REQUESTS

The Committee approved the request for (2) Janitors; one Janitor for 12 months and the other would start April 1, 2018.

The Committee removed the outlay request for a replacement truck.

The Committee removed the contracted services for cleaning at the Courthouse and Health & Human Services Building on Murphy Road.

Budget No. 54 Courthouse

Line Item 511000- Wages was increased to \$109,500
Line Item 512000-Fringe Benefits was increased to \$65,460
Line Item 521100-Contracted Services-General was decreased to \$16,810

Total Amended County Appropriation: \$298,280

Budget No. 56 Co Jail/Huber Center Maintenance

Total Amended Outlay: \$33,700

Budget No. 58 HHS Building Murphy Rd.

Line Item 521100-Contracted Services-General was decreased to \$3,910

Buildings and Grounds, continued

Total Amended County Appropriation: (\$10,200)

MOTION: On motion by Foley, second by Drew, the Committee approved amended Buildings and Grounds budgets, as listed above.

MIS Operations

Budget No. 51 MIS Operations

John Hartman joined the meeting to discuss the department's personnel request.

MOTION: On motion by Foley, second by Drew, the Committee approved the reclass of an Infrastructure Support Specialist II to an Infrastructure Support Specialist III and the reclass of an Infrastructure Support Specialist I to an Infrastructure Support Specialist II.

Line Item 511000-Wages was increased to \$680,710
Line Item 512000-Fringe Benefits was increased to \$285,810

Total Amended County Appropriation: \$933,040

Veterans

Budget No. 16 Veterans Service Office

MOTION: On motion by Foley, second by Weyh, Budget No. 16 was approved as amended.

Line Item 436410-St Aid Veterans Service was increased to \$11,500

Total Amended County Appropriation: \$172,350

Rounding Adjustments

Budget No. 1 Library
Total Amended County Appropriation: \$726,820

Budget No. 25 Child Support
Total Amended County Appropriation: \$343,340

Budget No. 49 County Parks
Total Amended County Appropriation: \$68,360

Budget No. 58 HHS Building
Total Amended County Appropriation: (\$10,200)

Budget No. 60 HHS Building Mullett St.
Total Amended County Appropriation: \$160,530

Budget No. 116 Elections
Total Amended County Appropriation: \$25,720

Budget No. 125 Emergency Management

Rounding Adjustments, continued

Total Amended County Appropriation: \$59,320

MOTION: On motion by Drew, second by Foley, Budget No. 1, 25, 49, 58, 60, 116 and 125 rounding corrections were approved as amended.

Contingency Fund

Budget No. 136 Contingency Fund

MOTION: On motion by Weyh, second by Foley, Budget No. 136-Contingency Fund was approved.

Total County Appropriation: \$501,170

Tourism

Budget No. 68 Tourism

MOTION: On motion by Foley, second by Drew, the Committee approved putting half of Tourism (\$10,000) into Contingency.

Total Amended County Appropriation: \$20,000 (50% Tourism/50% Contingency)

FINALIZE BUDGET

2018 COUNTY LEVY

MOTION: On motion by Drew, second by Weyh, the committee approved using \$1,903,320 million from the General Fund and \$100,000 out of Fuel/Utility Reserve to balance the budget and set the 2018 County Levy and Mill Rate as follows:

Budget No. 135 General Revenues & Reserves

Total Equities and Revenues: \$9,576,140

TOTAL LEVY: \$27,178,740

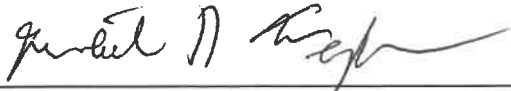
MILL RATE: 5.141

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ADJOURNMENT

MOTION: On motion by Foley, second by Weyh, the meeting was adjourned at 1:17 p.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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