



COLUMBIA COUNTY

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COLUMBIA COUNTY FINANCE COMMITTEE MINUTES SEPTEMBER 30, 2020

PRESENT: Chair Matthew L. Rohrbeck, Supervisors Christopher Polzer (via telephone), JoAnn Wingers, James E. Foley, and Bob Koch

ALSO PRESENT: Supervisors Mike Weyh and Doug Richmond, Lois Schepp, Joseph Ruf III, Shonna Neary, Amy Yamriska, Deborah Raimer, Chris Hardy, Greg Kaminski, Brenda Yaskal, Rebekka Cary, Roger Brandner, Jeff Hoffman, Kathleen Haas, Heather Gove, Cathy Karls, and Katie Day

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

CLOSED SESSION

MOTION: On motion by Rohrbeck, second by Foley, the Committee went into closed session at 8:03 a.m. pursuant to Wisconsin State Statute Section 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. [2021 New/Changed Position Requests].

ROLL CALL VOTE: Ayes: 5, as follows: Rohrbeck, Polzer, Wingers, Foley, and Koch
Noes: 0

OPEN SESSION

MOTION: On motion by Wingers, second by Foley, and unanimous Committee approval, the meeting reconvened in open session at 9:50 a.m.

BUDGET REVIEW

The Committee reviewed amendments made to date, noting that with these amendments, there is still \$1,004,760 to reduce from the tax levy. The finalization schedule included discussion/review on the following items:

- Health Care Center
- Treasurer
- District Attorney
- Sheriff
- Highway
- Veterans
- Solid Waste
- UW-Extension
- Facilities Management
- Personnel Request
- Revenue
- Personnel Requests, Capital Outlay
- Personnel Requests, Camera/ID System Reclass (Camera-Sheriff, ID-Emergency Mgmt)
- Personnel Requests, Bridge Aid, Outlay-Mach & Equip
- Personnel Request
- Personnel Requests
- Personnel Request, Review Community Development Educator Programs
- Personnel Requests, Camera/ID System Reclass

- Health & Human Services Personnel Requests, Contracts & Nursing Budgets
- County Board Capital Outlay

DEPARTMENT CALLBACKS

Budget No. 1A-1AD Health Care Center

Columbia Health Care Center Administrator Amy Yamriska explained to the Committee that she would like to hold off on the two position requests and possibly revisit next year. She did find an error in her projections of salaries which would be a decrease of \$45,000 to their budget.

PERSONNEL REQUESTS

MOTION: On motion by Rohrbeck, second by Koch, the Committee approved the \$45,000 decrease to the budget and denied the following personnel requests:

- Dietary Aides – Reclass positions up one grade
- Environmental Service Aides – Reclassing positions to 80% besides open position

No County Appropriation

Budget No. 2 Treasurer

Treasurer Deborah Raimer explained that interest rates are still going down and she wants to decrease Interest on Investments from \$550,000 to \$490,000.

MOTION: On motion by Koch, second by Wingers, Budget No. 2 – County Treasurer Revenue was approved as amended by decreasing Interest on Investments to \$490,000.

Total Amended Equities and Revenues: \$826,000

Budget No. 76 District Attorney

District Attorney Brenda Yaskal communicated with MIS on laptop pricing. MIS wasn't able to get a better price than what the State is offering.

CAPITAL OUTLAY

MOTION: On motion by Rohrbeck, second by Foley, the Committee approved the outlay request with the removal of two laptops.

Total Amended Outlay: \$3,100

PERSONNEL REQUESTS

MOTION: On motion by Koch, second by Wingers, the Committee denied the following personnel requests:

- Victim Witness Coordinators – Increase hours from 37.5 to 40 hrs./week
- Legal Secretary – Increase hours from 37.5 to 40 hrs./week
- Legal Secretary – Increase hours from 18.75 to 40 hrs./week

Sheriff's Department

Sheriff Roger Brandner joined the meeting to discuss personnel, Camera/ID System Reclass and outlay.

Budget No. 110 Sheriff Administration

PERSONNEL REQUEST

MOTION: On motion by Polzer, second by Wingers, the Committee approved the PT Secretary – Increase hours from 20 to 32 hrs./week. Approval not unanimous.

Total Amended County Appropriation: \$5,469,120

CAMERA/ID CARD SYSTEM BUDGET RECLASS

Discussion was held on transferring the oversight of the Camera and ID Card System from Facilities Management to the Sheriff's Department and Emergency Management respectively.

MOTION: On motion by Rohrbeck, second by Foley, the Committee approved transferring Camera System and ID Card System outlay from Facilities Management to the Sheriff's Department and Emergency Management respectively.

Capital Outlay – Sheriff Admin

MOTION: On motion by Koch, second by Wingers, the Committee approved Capital Outlay – Sheriff Admin as presented.

Total Outlay: \$109,160

CAPITAL OUTLAY – SHERIFF AUTOS

MOTION: On motion by Wingers, second by Rohrbeck, the Committee approved the Capital Outlay – Sheriff Autos as amended with the removal of one (1) squad. Koch abstained from motion.

Total Amended Outlay: \$260,800

Budget No. 115 9-1-1

PERSONNEL REQUEST

MOTION: On motion by Polzer, second by Wingers, the Committee approved the Sergeant-Dispatch – Reclass to Step 10.

Total Amended County Appropriation: \$1,267,920

Highway

Highway Commissioner Chris Hardy joined the meeting to discuss personnel, Bridge Aid, and capital outlay.

PERSONNEL REQUEST

MOTION: On motion by Rohrbeck, second by Koch, the Committee approved reclassing eighteen (18) Highway Maintenance Workers to Patrolmen.

Total Amended County Appropriation: 3311 - \$3,237,800 and 3313 - \$2,793,580

Budget No. 59

County Aid Bridge

Due to a delayed project and emergency culvert replacement, County Aid Bridge Refund has been amended. Bridge Aid is exempt from the levy limit.

MOTION: On motion by Koch, second by Foley, the Committee approved County Aid Bridge as amended with the reduction of 551210 from \$184,370 to \$93,380.

Total Amended County Appropriation: \$93,380

Budget No. 62

Capital Outlay

CAPITAL OUTLAY – BUILDINGS

MOTION: On motion by Foley, second by Wingers, the Committee approved the amended request with the removal of the Demo Old Office.

Total Amended Outlay: \$45,000

CAPITAL OUTLAY – MACHINERY & EQUIPMENT

MOTION: On motion by Polzer, second by Wingers, the Committee approved the amended request with the removal of the following:

- Flat Bed & Tool Boxes (5)
- Skid Loader & Trailer (1)

Total Amended Outlay: \$831,500

Budget No. 125

Veterans Service Office

Veterans Service Officer Rebekka Cary joined the meeting to discuss the personnel request. The Committee discussed reducing the requested full-time position to 25 hrs./ week. If approved, Computer Support and Software Maintenance will increase.

PERSONNEL REQUEST

MOTION: On motion by Foley, second by Polzer, the Committee approved the Administrative Assistant position at 25 hrs./week and the increase to Computer Support and Software Maintenance.

Solid Waste

Solid Waste Director Greg Kaminski joined the meeting to discuss personnel requests.

Budget No. 130 Solid Waste Administration

PERSONNEL REQUEST

MOTION: On motion by Polzer, second by Rohrbeck, the Committee denied increasing the hours of the Administrative Assistant from 24 to 32 hrs./week.

Budget No. 132 Refuse

PERSONNEL REQUEST

MOTION: On motion by Koch, second by Wingers, the Committee:

- Denied – PT Laborer-Drop Off Attendant – Increase hourly rate from \$11.00 to \$14.00/hour
- Approved – Truck Driver – Reclass to Maintenance Mechanic

Total Amended County Appropriation: \$(37,340)

University Extension Program

U.W. Extension Area Director Jeff Hoffman and Community Development Educator Kathleen Haas joined the meeting to discuss the personnel request and Community Development Educator programs. Kathleen gave a presentation on the Community Development programs including the F.L.A.G program and how the program can be done virtual.

Budget No. 96 University Extension Program

PERSONNEL REQUEST

MOTION: On motion by Polzer, second by Foley, the Committee removed the funding for the vacant Administrative Assistant position for 37.5 hrs./week.

Facilities Management

Facilities Management Director Cory Wiegel joined the meeting to discuss personnel requests and Camera/ID System reclass.

PERSONNEL REQUEST

MOTION: On motion by Foley, second by Polzer, the Committee denied all position requests:

- Janitor – Increase wages \$2.00/hour while training
- Facilities Maintenance Worker – Reclass position up one grade
- Janitors (2) – Reclass to Crew Leader
- Janitors (2) – New Positions
- Crew Leaders (2) – Reclass positions up one grade
- Janitors – Reclass current positions up one grade
- Janitors – Reclass new positions up one grade

CAMERA/ID CARD SYSTEM BUDGET RECLASS

Discussion was held on transferring the oversight of the Camera and ID Card System from Facilities Management to the Sheriff's Department and Emergency Management respectively. The Committee voted and approved this earlier in the meeting with Sheriff Brandner.

CAPITAL OUTLAY – JAIL MAINTENANCE

MOTION: On motion by Rohrbeck, second by Koch, the Committee approved the outlay request with the removal of the following:

- Huber UPS Replacement
- Folger Adams Lock
- Huber Kitchen Water Piping
- Huber Gas Pipe Coating

Total Amended Outlay: \$117,670

Health & Human Services

Health & Human Services Director Heather Gove, Children & Families Division Administrator Katie Day, and Assistant Comptroller Cathy Karls joined the meeting to discuss personnel requests, contracts and nursing budgets. Gove stated they received a letter from Madison Trauma Therapy stating as of December 31, 2020, they will be closing their Portage office. They were aware that Madison Trauma Therapy was planning this move.

Budget No. 17 Division of Behavioral Health & LTC/Children's Waiver

PERSONNEL REQUEST

MOTION: On motion by Rohrbeck, second by Koch, the Committee denied the request for a Social Worker.

Budget No. 19 Division of Children and Family Services

PERSONNEL REQUEST

MOTION: On motion by Koch, second by Polzer, the Committee denied the request for a Social Worker – New Position.

Budget No. 20 Aging & Disability Resource Center

PERSONNEL REQUEST

MOTION: On motion by Rohrbeck, second by Wingers, the Committee approved the request to increase the hours of the PT Information & Assistant Specialist from 18.75 to 28.25 hrs./week. The increased hours is contingent on funding available. Approval not unanimous.

County Board

Neary presented Chair Gove's request for the Chair/Vice Chairs office remodel. Preliminary estimates were provided. The Committee is requesting additional information.

CLOSED SESSION

MOTION: On motion by Rohrbeck, second by Koch, the Committee went into closed session at 1:50 p.m. pursuant to Wisconsin State Statute Section 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. [2021 Department Staffing Levels – Facilities Management; Health and Human Services, Behavioral Health & Long Term Support Division, Public Health Division; UW Extension. Medical Examiner's Office Operations].

ROLL CALL VOTE: Ayes: 5, as follows: Rohrbeck, Polzer, Wingers, Foley, and Koch
Noes: 0

OPEN SESSION

MOTION: On motion by Foley, second by Wingers, and unanimous Committee approval, the meeting reconvened in open session at 4:18 p.m.

Facilities Management

MOTION: On motion by Rohrbeck, second by Foley, the Committee approved the transfer of the Facilities Management – Assistant Director position funding to the Sheriff's Department budget designated for specific camera/security system expenditures. Approval not unanimous.

Health & Human Services

Budget No. 24 State Consolidated Health Contract

PERSONNEL REQUEST

MOTION: On motion by Foley, second by Polzer, the Committee denied the request to increase the hours for the Registered Diet Technician from 33.75 to 37.5 hrs./week. Approval not unanimous.

Budget No. 26 WIC Program

MOTION: On motion by Koch, second by Wingers, the Committee approved increasing the hours for the WIC Program Coordinator from 37.5 to 40 hrs./week. Approval not unanimous.

Budget No. 22 Health Services

MOTION: On motion by Wingers, second by Rohrbeck, the Committee removed the vacant Public Health Nurse position funding. Approval not unanimous. The Committee requested a review of the Health Services Programs. With the current Director retiring, they would like a study of what County services should be delivered.

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Budget No. 6 Mental Health Services/Alcohol and Drug Abuse

MOTION: On motion by Koch, second by Polzer, the Committee approved Budget No. 6 – Mental Health Services/Alcohol and Drug Abuse as amended on September 15, 2020, with half of the contracts in Contingency, and with the removal of UW Green Bay Training Partnership from Program Costs.

Total Amended County Appropriation: \$(604,340)

Budget No. 7 Medication Assistance Recovery Coordinator

MOTION: On motion by Koch, second by Foley, the Committee approved Budget No. 7- Medication Assistance Recovery Coordinator as amended on September 15, 2020 and with half of the County Appropriation in Contingency.

Total Amended County Appropriation: \$36,150

Budget No. 9 Medication Assisted Treatment Grant

MOTION: On motion by Rohrbeck, second by Koch, the Committee approved Budget No. 9 – Medication Assisted Treatment Grant with half of the contracts in Contingency.

No County Appropriation

Budget No. 15 Drug Court Program

MOTION: On motion by Foley, second by Koch, the Committee approved Budget No. 15 – Drug Court Program as amended on September 15, 2020 and with half of the County Appropriation in Contingency.

Total Amended County Appropriation: \$10,930

Budget No. 19 Division of Children and Family Services

MOTION: On motion by Rohrbeck, second by Koch, the Committee approved Budget No. 19 – Division of Children and Family Services with half of the contracts in Contingency.

Total Amended County Appropriation: \$2,167,150

Budget No. 21 Adult Protective Services

MOTION: On motion by Foley, second by Wingers, the Committee approved Budget No. 21 – Adult Protective Services.

Total County Appropriation: \$186,230

Budget No. 22 Health Services

MOTION: On motion by Wingers, second by Foley, the Committee approved Budget No. 22 – Health Services.

Total Amended County Appropriation: \$447,730

Budget No. 23 Health Check

MOTION: On motion by Koch, second by Foley, the Committee approved Budget No. 23 – Health Check.

No County Appropriation

Budget No. 24 State Consolidated Health Contract

MOTION: On motion by Rohrbeck, second by Koch, the Committee approved Budget No. 24 – State Consolidated Health Contract with half of the contracts in Contingency.

No County Appropriation

University Extension Program

Budget No. 96 MOTION: On motion by Koch, second by Foley, the Committee approved reducing 533140-Travel/Mileage from \$4,350 to \$3,000. Approval not unanimous.

MOTION: On motion by Rohrbeck, second by Koch, the Committee approved removing out of state training from 533160-Training/Conventions.

MOTION: On motion by Foley, second by Wingers, the Committee approved reducing in state trainings from 533160-Training/Conventions from \$1,950 to \$1,000. Approval not unanimous.

MOTION: On motion by Rohrbeck, second by Polzer, the Committee approved reducing 533110-Office Supplies from \$5,400 to \$3,400.

MOTION: On motion by Wingers, second by Foley, the Committee approved Budget No. 96 – UW-Extension as amended. Approval not unanimous.

Total Amended County Appropriation: \$182,240

Land Information

Budget No. 119 LR Strategic Initiative Program

Land Information Director Dean Kaderabek received updated information in regards to the Strategic Initiative Grant and asked to increase the budget from \$40,000 to \$50,000.

MOTION: On motion by Rohrbeck, second by Koch, the Committee approved increasing the budget from \$40,000 to \$50,000.

No County Appropriation

Review Capital Outlay and Operating Expenditures

Outlay and expenditures were discussed throughout each department budget.

Review Steps and COLA for 2021

MOTION: On motion by Polzer, second by Wingers, the Committee approved a .50% Across the Board increase. Approval not unanimous.

MOTION: On motion by Koch, second by Polzer, the Committee approved step increases.

Contingency Fund

Budget No. 136 Contingency Fund

MOTION: On motion by Polzer, second by Koch, Budget No. 136 – Contingency Fund was approved.

Total Contingency Fund: \$2,022,730

FINALIZE BUDGET

2021 COUNTY LEVY

MOTION: On motion by Wingers, second by Foley, the committee approved using \$779,640 from the General Fund to balance the budget and set the 2021 County Levy and Mill Rate as follows:

Budget No. 135 General Revenues & Reserves

Total Equities and Revenues: \$8,560,440

TOTAL LEVY: \$27,988,230

MILL RATE: 4.662

ADJOURNMENT

MOTION: On motion by Rohrbeck, second by Foley, the meeting was adjourned at 5:35 p.m.

Respectfully Submitted:



JoAnn Wingers, 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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