

2008 BUDGET REVIEW MEETING MINUTES

THURSDAY, SEPTEMBER 11, 2008

Chairman Fred Parent called the meeting to order at 10:30 a.m. Committee members Joe Sweda, Jim Seidl, Allen Beadles and Chuck Zenner were present along with Jim Metz, and Bruce Strama.

Register of Deeds revenue budgets (101.450000.0000.4503), 4506, 4513, 4550, and 4551) and expenditure budget (51710). Following review with Marvel Lemke, Zenner/Beadles to approve the budget as submitted. The motion carried.

Zoning, Recycling & Solid Waste. Larry Peterson and Sue Noland were present to submit budgets including revenue budgets (101.42000-0000-4291, 94,97,98, &99), (101-45000-0000-4556, 4557 and 4559), (101.43000-0000-4322) and expenditure accounts (101.51830-51840-51850-52470-54810-54830-54850-54860-54870 and 402.53810). Zenner/Sweda to approve budgets as submitted. The motion carried.

Forestry and Recreation Department budgets (51870), (56210), (56440), (56460), (57100), (57110), (57120), (57130), (57140) and (57150). Brad Ruesch and Russ Aszmann were present with Ruesch stating that the Forestry and Recreation Committee had discussed, and approved offering \$100,000 from the County Forestry budget for levy relief. He also noted that the total in the State Aid to Forestry Act. Should be \$47,360 not \$45,995 as listed, due to information he had received from Jacky Peterson. Seidl/Zenner to approve the budgets as submitted. The motion carried.

Veterans Service Commission (55500), Veterans Service Office (55510). Sweda/Seidl to approve both budgets as submitted. The motion carried. Dave Thomas reported that he intends to retire in a couple of years, and that funding of approximately \$6,000 may be required in the 2010 budget to train a new service officer.

Housing Authority (65190). Sheila Nice was present and discussed the budget with committee members. No action was taken as the committee members requested additional information related to the budget prior to action. The budget will be taken up at a future meeting.

At 11:57 a.m. the meeting was recessed to reconvene at 1:00 p.m.

The meeting was reconvened at 1:00 p.m. with all of the committee members, Metz and Strama present.

Restorative Justice Program. Monelle Johnson was present to request \$750 to aid in expenses including telephone, fax, copies and supplies for the Restorative Justice Program. Following discussion Zenner/Seidl to approve the request for \$750 for the Restorative Justice Program. The motion carried.

Airport (53610). The Airport budget was reviewed with Jim Wood including revenue related accounts prior to a Beadles/Sweda motion to approve the budget as submitted. The motion carried.

Building Grounds & Parks budgets (51900), (51910), (51920), (51930), (51940) and (51950).

Jeff Ludwig distributed summary copies of the 2009 budget which had a total increase of \$4,150 or 0.9%. Zenner/Seidl to approve the budgets as submitted by Jeff Ludwig. The motion carried.

Economic Development (51890). Coreen Webster, Gilman Foundation, Sue Emmerich, Medford Foundation and Arlen Albrecht were present to request \$15,000 for Economic Development Foundations as in the past several years. Following discussion Sweda/Beadles to approve \$15,000 be included in the 2009 Economic Development budget with each of the three foundations receiving \$5,000. The motion carried.

The meeting was adjourned on a Sweda/Zenner motion and second at 1:58 p.m. The motion carried.

FRIDAY, SEPTEMBER 12, 2008

Chairman Fred parent called the meeting to order at 9:30 a.m. with all members present along with Jim Metz and Bruce Strama.

Child Support (55400). Patricia Smith reviewed the proposed budget with committee members. She informed the committee members that she had been informed after approval of the Child Support budget by the Executive Committee on September 5, 2008 that revenue related to indirect cost applied would be lowered. Including the change in revenues she reported that the amount levied to support the budget would increase by .67%. Following discussion Beadles/Sweda to approve the budget as submitted. The motion carried.

County Clerk (51410). Zenner/Sweda to approve as submitted with a slight decrease in the working budget. The motion carried

Elections (51420). Beadles/Seidl to approve as submitted at \$9,000 less than in 2008. The motion carried. Strama noted that the decrease was due to one half the number of elections in 2009 and that the budget would increase again for the 2010 election cycle.

Surveyor (51720). Bob Meyer was present, stating that the portion of the Surveyor budget he has control over is the same as in 2008. Beadles/Seidl to approve the Surveyor budget as submitted. The motion carried.

Land Information Office (51700). John Easterly presented the Land Information budget with a 0% increase in the working portion. Following a short review Seidl/Zenner to approve the Land Information Office budget as submitted. The motion carried.

Marie Koerner submitted budgets including revenue budget (101.45000.0000.4516), and expenditure budgets including Human Resources (51430), County Board (51110), , Contracted Attorney (51230), Central Duplicating (51450), HRA Administration (51460), County Vehicle (51470), Property & Liability (51960), County Vehicle Outlay (62110), Purchasing (111.51550) and Auto Collision & Upset (702.51960).

The County Board budget increased by approximately 3%, with Property & Liability increasing an estimated 1.4% in budgets presented by Marie Koerner. Beadles/Sweda to approve budgets as submitted. The motion carried.

Public Health (54110) 10:14 a.m. Patricia Krug was present to review the budget with the Committee. Following the review, Beadles/Sweda to approve the budget as submitted . The motion carried.

Commission on Aging (203.55610). Diane Niggemann was present and reviewed the proposed 2009 budget with the committee. She stated that due to the increased cost of meals and fuel, several sites will have fewer days when the sites are open and meals available. Even with the cost lowering steps taken the proposed Commission on Aging

budget for 2009 is \$33,337 higher than in 2008. Following discussion it was agreed that 50 % of the increase in the Commission on Aging budget should be funded with fund balance, therefore lowering the total Commission on Aging budget by \$16,669 to \$126,626. Seidl/Zenner to approve the budget as amended with the use of \$16,669 in fund balance to lower the budget total to \$126,626. The motion carried.

Information Technologies (51440). Melissa Weinke reviewed the proposed budget with committee members. There was some discussion of the amount budgeted for office supplies as the budgeted amount was considerably higher than the amount spent during each of the past couple of years. Weinke will review the office supplies needs and report back. Following further discussion Seidl/Zenner to approve budget as submitted, with some anticipated savings to be reported by Weinke concerning office supplies. The motion carried.

Victim Witness (51670). LeeAnn Raab reported that revenue account #101.42000.0000.4230 should be reduced by \$487 to \$9,115 due to the reduction in intergovernmental aid. The Victim Witness budget increased by \$870 or approximately 1%. Seidl/Beadles to approve the Victim Witness expenditure budget as presented and the revenue budget with the reported decrease of \$487 in the Victim Witness Grant line. The motion carried.

The Committee meeting recessed for lunch at 11:22 a.m. and reconvened at 1:58 p.m. All committee members and Bruce Strama were present for the afternoon session.

Ambulance Budget (204.63210). Ron Bohn reviewed the proposed ambulance budget prior to a Sweda/Seidl motion to approve the budget as submitted. The motion carried.

Medical Examiner (52450). The Medical Examiner budget was reviewed. The proposed budget was slightly lower than that of 2008. Seidl/Sweda motioned to approve the Medical Examiner budget as presented. The motion carried.

Sheriff Administration (52110), Jail (52510), D.A.R.E. Program (52140), Jail Fund Improvement (52610), Support Service (52150), Drug Investigation (52160), Hazmat (52430), Emergency Management (52410), 911 Emergency Government (52460), County Vehicle Outlay (62110). Sweda Beadles to approve the Sheriff Department budgets as submitted. The motion carried

Corporation Counsel (51220). Strama noted that the Corporation Counsel budget remained the same as in 2008. Beadles/Seidl to approve the Corporation Counsel budget as submitted. The motion carried.

Sweda/Beadles to adjourn the Budget Review Committee meeting at 2:17 p.m. The motion carried.

FRIDAY, SEPTEMBER 19, 2008

The meeting was called to order at 9:30 a.m. by Chairman Fred Parent with all committee members present along with Jim Metz and Bruce Strama.

University of WI Extension Office (56710) and Agent budgets, Family Living Agent (56720), Resource Agent (56730), 4-H Agent (56740) and Agriculture (56750). Strama noted that he had been informed by accountant Larry Brandl that in the Contracted Services line #101.56740.0000.5219 two numbers had been transposed and that the line should read \$27,654, not \$27,645. Arlen Albrecht and Peggy Nordgren were present to review the Extension budgets with committee members. Following review, Beadles/Zenner

to approve the budgets as submitted with an overall decrease in operations of \$46. The motion carried.

Land Conservation (57410). Steve Oberle presented the related budgets and reviewed them with the committee prior to a Zenner/Seidl motion to approve the budgets as presented. The motion carried.

District Attorney (51610). Seidl/Zenner to approve the District Attorney budget as submitted following review with District Attorney Kelz and Kim Sybers. The motion carried.

Circuit Court (51210). Judge Ann Knox Bauer, Laurie Rogers Hartl and Margaret Gebauer were present and submitted the budget which was approved as submitted on a Zenner/Sweda motion. The motion carried.

Consulting Services (51120); General Accounting (51570); Payroll Accounting(51590); Regional Planning (51810); Tourism (51880); Sundry Unclassified (51990); Historical Society (56110); Consortium Board (56920); Historical Building Outlay (65130); Contingency Fund (69990); Independent Auditing (112-51580); Fire Suppression (113-52220); and Dog License Trust Fund ((801-53900); were all approved as submitted as were the Tax Deed Expense (51910) with Line #5391 "Miscellaneous" decreased by \$250 to \$500 and Grants to Public Libraries (56110) total budget decreased by \$1,958 to total \$252,656 on a Zenner/Seidl motion. The motion carried.

Housing Authority (65190). Sheila Nice distributed department budget information with committee members noting the increase in contracted fees prior to a Zenner/Sweda motion to approve the 2009 Housing Authority budget of \$11,100, with a \$1,100 increase over 2008. The motion carried.

Sweda/Beadles to adjourn the meeting at 11:05 a.m. The motion carried.

Thursday, September 25, 2008

Finance Committee member Zenner motioned with a second by Sweda to convene as the Budget Review Committee at 10:10 a.m. Accountant Larry Brandl summarized what had transpired at previous sessions noting what reductions need to be made in order to achieve certain levy and mill rates prior to arrival of Deb Wiinamaki at 10:30 a.m.

Treasurer (51560). Following review with Treasurer Deb Wiinamaki, Zenner/Seidl to approve the budget as submitted. The motion carried.

Real Property Lister (51540). Zenner/Beadles to approve the Real Property Lister budget as submitted. Wiinamaki also represented the Property Lister's budget as she was unable to attend for medical reasons. The motion carried.

Indianhead Community Action Agency (56930). Beadles/Seidl to approve the request for \$1,500.00 as submitted. The motion carried.

Highway Department. Jess Sackmann distributed copies of the proposed 2009 Highway Budget summary which included a 2% overall increase. Following review, Sweda/Zenner to approve the Highway Department budget as presented. The motion carried.

Debt Service Accounts (Funds 304, 305 & 308). Following review of the debt service accounts, Beadles/Seidl to approve as submitted. The motion carried.

Human Services. Sue Hady presented a copy of a budget summary, reviewing it with committee members. Zenner motioned to lower the amount levied for Human Services by \$25,000 using Human Services Department fund balance to make up for the difference. There was no second to the Zenner motion and it failed. Parent then motioned to remove the \$3,100 budgeted for Stepping Stones from the budget. There was a second by Seidl followed by passage of the amendment by a three to two margin. Zenner and Beadles voting no. Following passage of the amendment Seidl/Zenner to approve the Human Services budget with the one amendment, removal of the \$3,100 initially budget for Stepping Stones. The motion carried.

The meeting was recessed at 12:15 a.m. until 1:15 at which time committee members reconvened the meeting. Larry Brandl and Bruce Strama were present along with the committee members.

Information Technology (51440). Strama distributed a proposal he had received from Melissa Weinke lowering line #5319, office supplies from \$11,627 to \$8,000; line #5812, internet from \$8,200 to \$7,950; and line #5813, software expansion from \$6,265 to \$3,400. The total savings from the proposed changes is \$6,742.00. Seidl/Zenner to approve the amendments to the previously approved Information Technology budget. The motion carried.

County Sales Tax Revenue (41200). Beadles/Sweda to increase the sales tax revenue by \$20,000 to \$960,000 as the latest monthly reports seem to support the increase. The motion carried.

Environmental Impact Fees (101.42000.0000.4270). Zenner/Beadles to approve use of the annual environmental impact fees that the county will receive in 2009, \$45,885 as a revenue for the 2009 budget. The motion carried.

Payroll Accounting(51590). Zenner/Sweda to reduce the previously approved payroll budget by removing \$6,000 from line #5813 equipment outlay resulting in a total budget for payroll of \$74,923. The motion carried.

There was further discussion of possible amendments to budgets which would reduce the levy needed for the 2009 budget. Strama was directed to inform related department heads of possible amendments to their budgets and request that they attend the next meeting to represent their departments unless they are agreeable to proposed changes. Those changes include increasing fines and forfeitures, lowering funding for the wellness program and office furniture and a possible reduction in the County Board budget, Airport Outlay, Tax Deed Land Cleanup, Consortium Board, and Board of Other County Prisoners budgets. There was also discussion of possible use of additional Forestry funds.

An additional Budget Review Committee meeting was scheduled for Thursday, October 2, 2008 at 10:00 a.m. to discuss possible amendments.

Sweda/Beadles to adjourn the meeting at 2:16 p.m. The motion carried.

Thursday, October 2, 2008

Chairman Fred Parent called the meeting to order at 10:00 a.m. Committee members Joseph Sweda, James Seidl and Chuck Zenner were present with Allen Beadles absent, excused. Also in attendance were Jim Metz, Bruce Daniels, Marie Koerner, Linda Daniels, Larry Brandl and Bruce Strama.

Sweda/Zenner to approve the minutes of the prior 2008 budget review meetings in consideration of the 2009 budget. The motion carried.

Board of Other County Prisoners (101.45000.0000.4525). Bruce Daniels was present to discuss increasing the revenue from boarding of prisoners. He stated that he had contacted Marathon and Price Counties in reference to possibly boarding additional prisoners, along with reviewing the possibility of boarding state prisoners. Daniels felt that an additional \$50,000 in revenue in the prisoner boarding line was not unreasonable. Seidl/Zenner to approve increasing the Boarding of Other County Prisoners line by \$50,000 to \$450,000. The motion carried.

Wellness Program Expense (51430-5337). Marie Koerner stated that she had no problem with deleting the \$5,000 she had budgeted for wellness activities in 2009, but that if the need arises in the future she may have to budget for the wellness expenses. Sweda/Zenner to delete the \$5,000 originally budgeted for wellness expense in line #5337 of that 2009 budget. The motion carried.

County Board (51110). Koerner in representing the County Board budget agreed to lowering the Outlay line #5813 by \$710 to total \$1,280. The move would allow purchase of a portion of the office furniture requested previously with budgeting for the remainder in next year's budget. She also suggested lowering line #5321 in that same budget by \$500 to total \$4,000.

Zenner/Seidl to approve reductions in line #5813 of \$710 and #5321 by \$500 in the 2009 County Board Budget. The motion carried.

Fines, Forfeitures & Penalty (101.44000). Sweda/Zenner to increase revenue by \$10,000 in the Fines & Forfeitures account to total \$70,000. The motion carried.

Consortium Board (101.56920). Zenner/Seidl to delete the \$1,000 originally budgeted in the 2009 Consortium Board budget. The motion carried.

Airport Outlay (101.65120.000.5829). Seidl/Sweda to reduce the Airport Outlay line by \$14,500 to total \$25,500. The motion carried.

Tax Deeds Land Cleanup. Zenner/Seidl to reduce the Tax Deeds Land Cleanup budget by \$2,380.00 to -0- in the levy total. The motion carried.

Grants to Public Libraries (101.56110) and dental insurance premiums. Jim Seidl noted that there had been an error made by the D.R. Moon Memorial Library in their calculation of fees owed the and that the total Library Budget should be lowered by \$88.00 to total \$252,568. Larry Brandl also noted that the Dental Insurance premiums were 5% not 3% as estimated which will require and increase of \$1,920.00 in dental insurance to be paid by the county. Seidl/Zenner to approve the amendments in both the Grants to Public Libraries and the dental insurance premiums. The motion carried.

Contingency Fund (101.69990) and Economic Development (101.51890). Zenner/Sweda to decrease the amount budgeted in the Contingency Fund by \$50,000 and to eliminate the \$15,000 previously budgeted for economic development. The motion carried.

Sweda/Zenner to apply \$500,000 of fund balance along with the adjustments listed which will result in a 2009 levy of \$9,037,959.00, a 3.5% increase from 2008 and require a mill rate of 7.05 and to submit the 2009 budget to the full County Board. The motion carried. There will be a slight reduction when computer aid of approximately \$27,000 is figured in at the end of the process.

Sweda/Zenner to adjourn the meeting at 11:07 a.m. The motion carried.

BUDGET STATUS FOR BUDGET REVIEW COMMITTEE

LEVY AS REQUESTED **\$9,784,180.00**
Tax Rate Status - \$7.63

Budget Review Session on 9/11/08

101.57120	State Aid Forest Administrator	+\$1,365.00
101.51130.0000.5225	Restorative Justice Program	+\$250.00
101.51130.0000.5311	Restorative Justice Program	+\$200.00
101.51130.0000.5319	Restorative Justice Program	+\$300.00

Budget Review Session on 9/12/08

203.49000.0000.4930	Fund Balance Applied	-\$16,669.00
101.42000.0000.4230	Victim Witness Grant-City	+\$487.00

Budget Review Session on 9/19/08

101.56740.0000.5219	4-H Agent	+\$9.00
101.51710.0000.5391	Tax Deed Expense	-\$250.00
101.56110	Grants to Public Libraries	-\$1,958.00

Budget Review Session on 9/25/08

101.42000.0000.4221	Shared Revenues from State	-\$344.00
101.48000.0000.4843	Misc. Treasurer Revenues	-\$750.00
101.48000.0000.4844	NSF Check Fee Revenues	-\$150.00
101.45000.0000.4621	County Forest Crop Revenue	-\$26.00
602.49000.0000.4930	Fund Balance Applied	+\$300.00
601.51010.0000.5252	Human Services	-\$3,100.00
101.51440	Information Technology	-\$6,742.00
101.41200.0000.4120	County Sales Tax Revenue	-\$20,000.00
101.42000.0000.4270	State Aid/Environmental Impact Fees	-\$45,885.00
101.51590.0000.5813	Payroll Accounting	-\$6,000.00

Budget Review Session on 10/02/08

101.45000.0000.4525	Board of Other County Prisoners	-\$50,000.00
101.51430.0000.5337	Wellness Program Expenses	-\$5,000.00
101.51110	County Board	-\$1,210.00
101.44000.0000.4411	Fines, Forfeitures & Penalty	-\$10,000.00
101.56920	Consortium Board	-\$1,000.00
402.53810	Tax Deed Lands Cleanup	-\$2,380.00
101.65120.0000.5829	Airport Outlay	-14,500.00
101.56110	Grants to Public Libraries	-\$88.00
101 Fund	Dental Insurance Adjustment	+\$1,920.00
101.69990	Contingency Fund	-\$50,000.00
101.51890	Economic Development	-\$15,000.00
101.49000.0000.4930	Fund Balance Applied	-\$500,000.00

TOTAL 2008 LEVY PROPOSED \$9,037,959.00
Tax Rate: \$7.05