

2011 BUDGET REVIEW MEETING MINUTES

THURSDAY, SEPTEMBER 16, 2010

Chairman Fred Parent called the meeting to order at 10:15 a.m. Committee members Allen Beadles, Chuck Zenner, Scott Mildbrand and Dennis Fuchs were present along with Jim Metz, Bruce Strama and Brian Wilson (The Star News).

Approve the minutes of the 2009 Budget Review Committee: Zenner/Beadles to approve the 2009 Budget Review Committee minutes. The motion carried.

Register of Deeds revenue budgets (101.450000.0000.4503), 4506, 4513, 4550, and 4551) and expenditure budget (51710). Following review with Marvel Lemke, Beadles/Zenner to approve the budgets 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 4325) and expenditure accounts (101.51830-51840-51850-52470-54810-54830-54850-54860-54870 and 402.53810). Following review, Zenner/Sweda to approve the budgets as submitted. The motion carried.

Treasurer (51560) & Tax Deed Expense (51910). Acting Treasurer Roxanne Kahan presented the budgets including revenue budgets, 101.48000.0000.4833, 4843 and 4844 along with expense budgets 51560 and 51910. Following review of the Treasurer's budget, Zenner/Beadles to approve the budget as submitted. The motion carried.

Real Property Lister (51540). Roxanne Kahan also submitted the Real Property Lister's budget as Betty Blumenstein was unable to attend. Following review, Zenner/Mildbrand to approve the Real Property Lister budget as submitted. The motion carried.

Tourism (51880) 3:10 p.m. There were several interested individuals present to discuss the Tourism budget. Those present included Tourism Committee members Paul Webb, Krist Punzel, ex officio member Arlen Albrecht and Sue Emmerich representing the Medford Chamber of Commerce. Paul Webb distributed information to the committee members and reviewed it. Following the review, Zenner/Mildbrand to approve the Tourism Budget as submitted with the \$17,000.00 allotted for the Chamber contract. The motion carried.

Housing Authority (65190). Shelia Nice was present and discussed the budget with committee members. The budget was approved as submitted following a Fuchs/Beadles motion. The motion carried.

Zenner/Beadles to adjourn the meeting at 11:56 a.m. The motion carried.

FRIDAY, SEPTEMBER 17, 2010

Committee Chairman Fred Parent called the meeting to order at 9:30 a.m. Members present included Parent, Chuck Zenner, Allen Beadles, Dennis Fuchs and Scott Mildbrand. Bruce Strama was also present, with Brian Wilson (The Star News) arriving at 9:33 a.m.

Veterans Service Commission (55500), Veterans Service Office (55510). Rick Patton was present to review the budgets with the Committee. There was question raised over the \$1,000 budgeted for software support with Patton explaining that offices statewide will be updating to an new system requiring the expenditure. Mildbrand/Zenner to approve both the Service Commission and Service Office budgets. The motion carried.

Circuit Court (51210). Circuit Court Judge, Ann Knox Bauer and Margaret Gebauer were present and submitted the budgets including revenue budgets 101.42000.0000.4232 and 4234; 101.44000.0000.4411 and 4412; 101.45000.0000.4502,4504, 4507,4508,4509,4514 and 4517,4574, 4575, 4576,4577,4578,4579, 4581,4582,4583,4584, and 4585. In the expense budget, following discussion Zenner/Mildbrand to approve the budget with amendments to line 5220, to undesignate \$16,294.00 of funding from that line to be used as general funds, leaving \$10,000.06 in that line item and reducing line 5322, books and subscriptions, by \$1,000 to total \$7,000.00. The motion carried.

Forestry and Recreation Department budgets (51870), (56210), (56440), (56460), (57100), (57110), (57130), (57140) and (57150). Brad Ruesch was present, noting that the related forestry budgets had no increase and that two accounts would be available for budget relief if the Committee felt it appropriate. The first account acted on was 101.57110.0000.5391, Miscellaneous/Prior Year Surplus. Fuchs/Mildbrand to transfer \$25,000 from that account into the general fund to help defray the proposed 2011 county budget shortfall. The motion carried.

Forestry and Recreation budget (57120). Following discussion related to the use of funds from the Land Acquisition Account (57120), Parent/Fuchs to undesignate \$100,000.00 of that account for transfer to the general fund. On a roll call vote the motion failed with Parent and Fuchs voting aye, Zenner, Beadles and Mildbrand voting no. Following further discussion, Zenner/Mildbrand to approve the Land Acquisition budget as submitted. The motion carried on a 4 to 1 roll call vote, with Parent casting the single no vote.

Commission on Aging (203.55610). Diane Niggemann was present and reviewed the proposed 2011 budget with the committee. Zenner/Mildbrand to approve the budget as submitted. The motion carried.

Grants to Public Libraries (101.56110). Jim Seidl had prepared the budget for review. He reviewed the budget noting the increase of \$16,543.00 and the additional expense created by payments to libraries from adjacent counties that charge for circulations to residents of Taylor County. Seidl stated that by Taylor County Code the budget has to be approved and that future county board action would be required to change the payment schedule currently in place. Beadles motioned with a second by Zenner to approve Grants to Public Libraries budget as submitted. The motion carried.

District Attorney (51610) Victim Witness (51670): Karl Kelz and LeeAnn Raab were present to review the budgets with committee members. Following the short review, Zenner/Beadles to approve the District Attorney Budget as submitted. The motion carried. Following review by Raab, Beadles/Zenner to approve the Victim Witness budgets as submitted. The motion carried.

Public Health (54110) 11:30 a.m. Patricia Krug was present to review the budget with the Committee. Following the review, Mildbrand/Zenner to approve the budget as submitted. The motion carried.

Surveyor (51720). Bob Meyer was present, stating that the operations portion of the Surveyor budget will be again be covered by carryover, no funding levied for 2011, but that will not go on indefinitely. Beadles/Fuchs to approve the Surveyor budget as submitted. The motion carried.

Land Information Office (51700). John Easterly presented the Land Information budget. The only levy money included in the Land Information Budget is a portion of Easterly's wages. Following a short review Beadles/Fuchs to approve the Land Information Office budget as submitted. The motion carried.

Restorative Justice Program. Strama reviewed the proposed budget with committee members noting that the request was for \$700, the same as approved for 2010. Following discussion, Mildbrand/Zenner to approve the request for \$700 for the Restorative Justice Program for 2011. The motion carried.

At 11:50 a.m. the meeting was recessed, scheduled to reconvene at 1:00 p.m. The meeting was reconvened at 1:00 p.m. with all committee members present along with Jim Metz, Bruce Strama and Brian Wilson (The Star News).

Child Support (55400). Patricia Smith reviewed the proposed budget with committee members, noting that she had reduced staff by one half of a position. The budget narrative had a projected county levy amount of \$7,214.00 required. Smith will continue to make an effort to lower the projected use of levied funding. Following discussion, Beadles/Zenner to approve the budget as submitted. The motion carried.

University of WI Extension Office (56710) and Agent budgets, Family Living Agent (56720), Resource Agent (56730), 4-H Agent (56740) and Agriculture (56750). Arlen Albrecht and Peggy Nordgren were present to review the Extension budgets with committee members. They noted that the operations portion of the proposed budget is down 3%. Following review, Mildbrand/Beadles to approve the budgets as submitted. 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) and revenue budgets (101.42000.4292 and 4293), (101.45000.4293). Sheriff Bruce Daniels presented narratives for a number of the budgets that he is responsible for,

noting several areas of reduction in the budget. The most prominent savings to be realized is the reduction of one staff member achieved by not replacing an employee that will be retiring, with the duties to be picked up by current employees. There was question of funds in excess of \$30,000 in the Hazmat Team Budget, Outlay line (101.52430.0000.5819). Daniels reported that the team will be discontinued. Committee members will wait until accountant Larry Brandl is present prior to deciding what the proper use of the Hazmat/Outlay funds may be. Mildbrand/Fuchs to approve the Sheriff Department budgets as submitted, except for the Hazmat Team /Outlay line which will be acted on separately at a later date. The motion carried

Information Technologies (51440). Melissa Seavers reviewed the proposed budgets with committee members. Following review, Fuchs/Beadles to approve the budgets with two amendments to the 51440 Information Technology budget. The first amendment was to reduce the IBM licensing and maintenance line #5240 by \$2,000 to total \$5,000 and the second amendment was to reduce the conference training expense line #5325 by \$3,000 to total \$1,000 for a total savings of \$5,000. The motion carried.

Computer Replacement Plan (51510). Melisa Seavers also submitted the computer replacement plan budget which was approved following a Beadles/Fuchs motion, which carried unanimously.

Human Services: Susan Hady distributed copies of a budget summary and other related material. She reviewed the material noting the rising expenses and reduced state/federal aid, which will require an additional \$95,715 be levied by the county to support the department. Following the presentation by Hady, Zenner/Fuchs to approve the Human Services Budget as submitted. The Motion carried.

Committee members decided to meet at 10:00 a.m. on Thursday, September 23, 2010 to address additional budgets that are not included on the 2011 budget sign-up sheet.

Fuchs/Beadles to adjourn the meeting at 3:14 p.m. The motion carried.

THURSDAY SEPTEMBER 23, 2010

Chairman Fred Parent called the meeting to order at 10:00 a.m. Committee members Parent, Allen Beadles, Chuck Zenner, Dennis Fuchs and Scott Mildbrand were present along with Jim Metz, Larry Brandl and Bruce Strama.

Marie Koerner submitted budgets including revenue budget (101.45000.0000.4516), and expenditure budgets including Contracted Attorney (51230), Human Resources (51430), County Board (51110), 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). Zenner/Mildbrand to approve the Human Resources budgets as submitted. The motion carried.

County Clerk (51410), Elections (51420), General Accounting (51570), Payroll Accounting(51590), Consulting Services (51120), Corporation Counsel (51220).

Regional Planning (51810), Medical Examiner (51270), Ambulance Budget (52450), Historical Society (56110) & Historical Building Outlay (65130), Community Education Ad vocational Courses (56910), Consortium Board (56920), Indianhead Community Action Agency (56930), Independent Auditing (112-51580), Fire Suppression (113-52220), Dog License Trust Fund (801-53900), Debt Service Accounts (Funds 305 & 308). Following review of those budgets submitted and reviewed by Brandl and Strama with the committee members, Mildbrand/Beadles to approve all of those budgets listed. The motion carried.

At 11:47 a.m. the meeting was recessed until 1:00 p.m.

The meeting was reconvened at 1:00 p.m. with all committee members present along with Jim Metz, Bruce Strama and Brian Wilson (The Star News).

Economic Development (51890). Arlen Albrecht, Sue Emmerich, Gary Stanton, Jane DeStaercke and Dawn Schupp were present representing the Medford, Gilman and Rib Lake Economic Development Foundations. Information had been prepared and was distributed to the committee members for review. Those representatives informed committee members that in the past year the foundations have begun working together as a regional group while also maintaining their individual status. According to the representatives, working together has been advantageous and will continue to be so. Following review of the information, Fuchs/Mildbrand to approve the requested \$15,000 for the Economic Development Foundations as in the past several years, with each foundation to receive \$5,000. The motion carried.

Airport (53610). The Airport budget was reviewed with Jim Wood including revenue accounts 101.45000.0000.4542, 4543 and 4544 along with the expenditure account. Following review, Zenner/Beadles motioned to approve the budget as submitted. The motion carried.

Land Conservation (57410). Steve Oberle presented the related budgets and reviewed them with the committee. In addition to the (57410) account, revenue accounts 101.42000.0000.4281, 82, 87 and 4288 along with 101.45000.0000.4625 were reviewed. Following the review, Zenner/Mildbrand to approve the budget as presented. The motion carried.

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

Jeff Ludwig distributed summary copies of the 2011 budget which had an increase of 1.7 % in the operating budget and a 4.2% increase in the total budget. Ludwig explained that the increase in the operating budget was mainly due to the increased electricity expense, with the total budget increase due to wages and fringe benefits. Zenner/Mildbrand to approve the budgets as submitted by Jeff Ludwig. The motion carried.

Highway Department (701.53000) and County Bridge Aid fund (64240). Jess Sackmann distributed copies of the proposed 2011 Highway Budget summary and Bridge Aid Resolution. Following review and discussion, Zenner/Fuchs to approve the Highway Department budget as presented. The motion carried.

Zenner/Beadles to adjourn the meeting at 3:47 p.m. The motion Carried.

THURSDAY, SEPTEMBER 30, 2010

Fred Parent called the meeting to order at 10:14 a.m. Committee members present included Parent, Chuck Zenner, Allen Beadles, Dennis Fuchs and Scott Mildbrand. Others in attendance were Jim Metz, Larry Brandl, Bruce Strama and Brian Wilson (The Star News).

Hazmat Team (52430). Larry Brandl reported that following his review of the Hazmat account, that \$20,000 could be undesignated and applied toward the proposed 2011 Taylor County budget. Following review, Zenner/Fuchs to undesignate \$20,000 currently in the Hazmat Team Outlay Acct. #101.52430.0000.5819 for use as general funding. The motion carried.

Contingency Fund (69990), Shared Revenue (101.42000.0000.4221) and Sales Tax Revenue (101.41200.0000.4120). Mildbrand/Beadles to approve the 2011 Contingency Fund expense budget of \$25,000 along with the two revenue budgets. The Motion carried.

Brandl gave a summary of the 2011 budget including all of the changes made by the Budget Review Committee. He stated that the 2011 levy limit is \$9,425,631.00. The Committee has undesignated and applied \$61,924.00, with an additional \$6,000.00 in cuts. With all of the actions taken along with using our maximum levy limit of 4.3% and estimated computer exemption of \$28,000.00 it leaves a deficit of approximately \$350,000.00. Committee members, following discussion, on a motion by Zenner second by Mildbrand approved the 2011 Taylor County Proposed budget with current amendments and a deficit of \$350,000.00. The \$350,000.00 deficit will be included in the Sundries Unclassified Salaries & Benefits Adjustment account #101.51990.0000.5392. The motion was also to include that the Proposed Budget is approved with expectations that the \$350,000.00 deficit be addressed through joint Personnel and Finance Committee action prior to 2011. The motion carried.

Mildbrand/Zenner to adjourn the meeting at 11:04 a.m. The motion carried.

**BUDGET STATUS
FOR
BUDGET REVIEW COMMITTEE**

LEVY AS REQUESTED **\$10,330,694.00**

Tax Rate Status - \$8.10

Budget Review Session on 09/16/10

Budget Review Session on 09/17/10

101.51210.0000.5322	Circuit Court	-\$1,000.00
101.51440.0000.5240	Information Technology	-\$2,000.00
101.51440.0000.5325	Information Technology	-\$3,000.00

Budget Review Session on 09/23/10

Budget Review Session on 09/30/10

101.49000.0000.4930	Fund Balance Applied	- \$61,924.00
101.51990.0000.5392	Sundry Unclassified	- \$350,000.00

TOTAL 2010 LEVY PROPOSED \$9,912,770.00

Tax Rate: \$7.77

Bruce P. Strama, Taylor County Clerk