

1 **FINANCE COMMITTEE**

2
3 Courthouse
4 West Bend, WI

October 3, 2005
8:30 a.m.

5
6 Present: James B. Esselmann, Peter L. Gonnering, Donald H. Roskopf, Thomas S. Smith, and
7 Joan A. Russell.

8
9 Also Present: County Board Chair, Kenneth F. Miller, Administrative Coordinator Douglas A.
10 Johnson, Finance Director Susan M. Haag, County Clerk Brenda Jaszewski, and Judy Steinert,
11 Administrative Assistant.

12
13 Chairperson Esselmann reconvened the meeting 8:30 a.m.

14
15 **District Attorney**

16 The District Attorney budget was presented by District Attorney Todd Martens. Mr. Johnson
17 presented the base level funding of \$430,262 and the recommended budget is \$445,552 (+3.6%). The
18 cost of increased wages and costs of health insurance are up \$18,561 more than the amount of the Base
19 level allocated. The option of having county employees in one office given weeks off without pay
20 while other offices have no such cutback is more trouble for the County than the relatively small
21 amount of cost savings obtained.

22
23 **DECISION ITEMS FUNDED:**

24 ① Continue current authorized staffing plan without planned unpaid leave directed @ \$17,034

25
26 Moved by Mr. Roskopf, seconded by Ms. Russell to tentatively approve the District Attorney 2006
27 recommended budget and levy, in the amount of \$445,552. Motion carried.

28
29 **Sheriff**

30 The Sheriff's Department budget was presented by Sheriff Brian Rahn. Mr. Johnson presented the
31 base level funding of \$12,471,630 and the recommended budget is \$13,147,075 (with reimbursement
32 for Courthouse Security = \$12,522,369) (+7.0%). With the exception of questioned outlay items to be
33 reviewed by the Finance Committee, the revisions are a budget that is acceptable to both the
34 Administrative Coordinator and Sheriff.

35
36 **DECISION ITEMS FUNDED:**

37 ① Cost of wages and fringe benefits of current staff above Base level funding target @ \$212,510

38 ② Increased full-year cost for Deputies added mid-year 2005 @ \$100,588

39 ③ Increased cost of fuel for department vehicles @ \$35,829

40 ④ Two additional Corrections Officers to begin March 2006 @ \$97,058

41 ⑤ New position Deputy Sheriff Sergeant (requested as Captain) to begin May 2006 @ \$50,786

42 ⑥ Partial funding of requested outlay @ \$262,900

43
44 **NOT YET FUNDED:**

45 ① Cost difference of filling new position at rank of Captain @ \$8,440

46 ② Two outlay items @ \$10,000

47
48 **OTHER ADJUSTMENTS TO REQUEST:** Revenue budgets for Board of Prisoners Other (+18,000)
49 and Juvenile (+21,390) increased. Expense line items for Vehicle Maintenance Repair/Maint. (-

1 10,000) and Patrol Other Operating Supplies (-8,000) reduced. Health insurance recalculated at +7%
2 for savings of \$26,836.

3
4 Moved by Mr. Gonnering, seconded by Ms. Russell, to tentatively approve the Sheriff's Department
5 2006 recommended budget and levy, including position requests, outlay, excluding the two outlay
6 items of the Drying Cabinet and Inflatable Boat, and user fees, in the amount of \$13,147,075.

7
8 Moved by Mr. Roskopf, seconded by Mr. Smith to amend the motion, increasing the Board of
9 Prisoners Other Revenue account by \$10,000 and include the two outlay items listed above in the
10 amount of \$10,000, the position requests, outlay, and user fees, in the amount of \$13,147,075
11 (\$12,522,369 with Courthouse Security Reimbursement). Motion to amend carried with Mr.
12 Gonnering voting No. Motion to approve the budget as amended carried with Mr. Gonnering voting
13 No.

14 **Probate & Juvenile Court**

15 The Probate and Juvenile Court budget was presented by Register in Probate Kay Morlen and
16 Accounting Assistant Lenee Reiff. Mr. Johnson presented the base level funding of \$452,829 and the
17 recommended budget is \$452,829 (no increase). The Requested budget is at the authorized Base level.
18 Increases in wages and fringe benefit costs have been funded by increased budgeted collections,
19 particularly by increasing the Juvenile Cost of Custody Fee.

20
21
22 Moved by Mr. Gonnering, seconded by Mr. Smith, to tentatively approve the Probate & Juvenile Court
23 2006 recommended budget and levy, including user fees and out-of-state travel in the amount of
24 \$452,829, with a recommendation that the Public Safety Committee review possible increases in the
25 Probate and Trust filing fees. Motion carried.

26 **County Clerk**

27 The County Clerk budget was presented by County Clerk Brenda Jaszewski. Mr. Johnson presented
28 the base level funding of \$373,159 and the recommended budget is \$372,798 (+1.4%). The Requested
29 budget is below the authorized Base level.

30
31
32 Moved by Ms. Russell, seconded by Mr. Gonnering, to tentatively approve the County Clerk 2006
33 recommended budget and levy, including outlay and user fees, in the amount of \$372,798. Motion
34 carried.

35 **Finance**

36 The Finance Department budget was presented by Finance Director Sue Haag. Mr. Johnson presented
37 the base level funding of \$995,293 and the recommended budget is \$1,370,317 (+39.7%). Funding of
38 the Microsoft licensing through the Finance Dept. is the right decision in the right way. This will allow
39 the I.S. department to centrally direct the core software systems and hardware used and maintained in
40 all the departments for greater efficiency and performance. The Workforce Management System has
41 been researched and selected as the best available upgrade to our old payroll software and needs to go
42 forward. Because a large portion of this cost is a one-time expense, \$200,000 from the General Fund is
43 recommended for funding.

44 **DECISION ITEMS FUNDED:**

- 45
46
47 ① Microsoft licensing for all departments @ \$120,600
48 ② Workforce Management System software @ \$270,188

1 **OTHER ADJUSTMENTS TO REQUEST:** Revenue accounts related to indirect cost allocations and
2 to accounting for administration of the Flexible Spending benefit program were increased by \$13,045.
3 Health insurance recalculated at +7% for savings of \$2,719.
4

5 Moved by Mr. Smith, seconded by Ms. Russell to tentatively approve the Finance Department 2006
6 recommended budget and county levy, out of state travel, and user fees, in the amount of \$1,370,317.

7 Motion carried.
8

9 Human Resources

10 The Human Resources budget was presented by Director Gary Moschea. Mr. Johnson presented the
11 base level funding of \$629,467 and the recommended budget is \$638,872 (+3.0%). The cost of
12 increased wages and costs of health insurance are more than the amount of the Base level increase
13 allocated. Current staffing levels and I.S. support are reasonable and are recommended for funding at
14 the requested level.
15

16 **DECISION ITEMS FUNDED:**

17 ① Continue current level of I.S. services and equipment used by this department @ \$13,112
18

19 Moved by Mr. Gonnering, seconded by Ms. Russell to tentatively approve the Human Resources 2006
20 recommended budget and levy, including user fees, in the amount of \$638,872. Motion carried.
21

22 Highway

23 The Highway Department budget was presented by Commissioner Ken Pesch and Assistant Barb
24 Villwock. Mr. Johnson presented the base level funding of \$2,711,154 and the recommended budget is
25 \$2,711,154 (no increase). The Requested budget is at the authorized Base level.
26

27 Moved by Mr. Roskopf, seconded by Mr. Smith, to tentatively approve the Highway 2006
28 recommended budget and levy, including outlay, out-of-state travel, and user fees, in the amount of
29 \$2,711,154. Motion carried.
30

31 Transit

32 The Transit budget was presented by Director Linda Olson. Mr. Johnson presented the base level
33 funding of \$275,135 and the recommended budget is \$275,135 (no increase). The Requested budget is
34 equal to the Base level. The Transit Committee will need to continue to evaluate fares in light of
35 ridership and gasoline costs.
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37 Moved by Mr. Gonnering, seconded by Mr. Smith to tentatively approve the Transit 2006
38 recommended budget and levy, including outlay, and user fees, in the amount of \$275,135. Motion
39 carried.
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41 The committee recessed at 11:02 a.m. until Tuesday, October 4, 2005, at 8:30 a.m.
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44

45 Brenda J. Jaszewski
46 County Clerk