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3 **FINANCE COMMITTEE**

4 Government Center
5 West Bend, WI

6 October 5, 2009
7 8:30 a.m.

8 Present: Ralph R. Hensel, Joan A. Russell, Richard L. Bertram, Leslie J. Borman and William Meyers.

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

12 Chairperson Hensel reconvened the meeting at 8:30 a.m. and read the affidavit of posting.

13
14 **District Attorney**

15 The District Attorney budget was presented by District Attorney Todd Martens. Mr. Johnson
16 presented the base level funding of \$484,604 and both the recommended and requested budgets are
17 \$491,673 (+1.5% from 2009). Increases in health insurance are the cause of the increase. Reduction in
18 levy below the level recommended by the Public Safety Committee would require staffing reductions
19 that would interfere with the essential work of this department.

20
21 **DECISION ITEMS FUNDED:**

- 22 • Continue current level of staff support hours @ \$ 7,069

23
24 **ONE MORE THING:** During 2009, the District Attorney continued prosecuting prison cases and
25 domestic violence cases at a record performance.

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27 Moved by Mr. Bertram, seconded by Mr. Borman to tentatively approve the District Attorney 2010
28 recommended budget and levy, in the amount of \$491,673. Motion carried.

29
30 **Medical Examiner**

31 The Medical Examiner budget was presented by Medical Examiner Kelly McAndrews. Mr. Johnson
32 presented the base level funding of \$260,587 and both the recommended and requested budgets are
33 \$261,619 (+1.4% from 2009). The requested level continues current operations and realistically
34 budgets for expected costs. If the number of autopsies needed are more than the number budgeted, this
35 could require additional funds from the General Fund.

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37 **DECISION ITEMS FUNDED:**

- 38 • Fund expected number of autopsies and external exams consistent with 2008-09 experience
39 @ \$1,032 (above Base) – expected cost of one autopsy about \$1,700

40
41 **ONE MORE THING:** Families are increasingly selecting cremation following the death of a loved
42 one. This sampling of years shows the growth in the number of these permits issued by the Medical
43 Examiner.

44

1993	1996	2001	2008	2009 proj.
118	151	209	300	430

45

1 Moved by Mr. Bertram, seconded by Ms. Russell to amend the fee schedule to increase the Cremation
2 Permit fee from \$165 to \$175, and the Disinterment Permit Fee from \$60 to \$65. Motion carried.

3
4 Moved by Ms. Russell, seconded by Mr. Meyers to tentatively approve the Medical Examiner's 2010
5 recommended budget and levy, including an increase of \$3,200 in both expenses and revenues to
6 reflect the amendments in the user fees, for a net levy of \$261,619. Motion carried.

7 8 **Probate & Juvenile Court**

9 The Probate and Juvenile Court budget was presented by Judge David Resheske and interim Register
10 in Probate Denise Kist. Mr. Johnson presented the base level funding of \$383,699 and both the
11 recommended and requested budgets are \$383,699 (no increase from 2009). The Register in Probate
12 retired from the position on September 11, after the 2010 Budget was reviewed by the Public Safety
13 Committee. Judge Resheske has since implemented a transitional plan that will allow the Courts to
14 consider alternatives to filling the vacancy and leaving the Probate/ Juvenile and Clerk of Courts
15 department structure and staffing plan unchanged. This will take a number of months for the Judges to
16 evaluate and shape, so a base of funding needs to be set for them to work with. The Base level here is
17 recommended, with the understanding that the levy for the two current departments will need to be
18 considered a combined limit to be followed in the preparation of recommendations for structure and
19 staffing going forward, either as two departments or one. Reallocation of levy from Probate/ Juvenile
20 to Clerk of Courts will require review and approval by the Finance Committee should that be one of
21 the recommendations.

22
23 **ONE MORE THING:** On September 14, two employees of the department were appointed to assume
24 duties of the department head until a permanent plan is developed. Denise Kist has been named the
25 Interim Register in Probate and Interim Probate Registrar. Jane Kraemer has been named the Interim
26 Clerk of Juvenile Court.

27
28 Moved by Mr. Bertram, seconded by Mr. Borman, to tentatively approve the Probate & Juvenile Court
29 2010 recommended budget and levy, including user fees, in the amount of \$383,699. Motion carried.

30 31 **Clerk of Courts**

32 The Clerk of Courts budget was presented by Clerk of Circuit Court Kristine Deiss. Mr. Johnson
33 presented the base level funding of \$1,511,434 and the recommended budget is \$1,526,512 (+1.0%
34 from 2009). The requested budget is \$1,532,558. This department is dealing with significant financial
35 stresses, including increased health insurance costs and security costs, as well as reduced interest
36 earnings. Though no increase was offered at the time that Base levels were established, a 1% increase
37 similar to the Base levels for many other departments is needed and recommended now. To operate in
38 2010 without reductions in staff, a new coordinated plan will need to be developed for Clerk of Courts
39 and Probate/ Juvenile. This will take a number of months for the Judges to evaluate and shape, so a
40 base of funding needs to be set for them to work with.

41 42 **DECISION ITEMS FUNDED:**

- 43 • Partial funding of increased health insurance costs @ \$15,114

44 45 46 **NOT YET FUNDED:**

- 47 • Reductions in staff or contracted services @ \$6,046
- 48

1 **ONE MORE THING:** State aid received through Court Support payments and guardian ad litem
2 reimbursements were decreased in the 2009-11 State Budget by \$19,372. Replacement of these aids by
3 county levy was requested of and denied by the Public Safety Committee before the Requested level
4 budget shown here was submitted. It is hoped that the new coordinated plan will address this issue
5 through reduced expenses.
6

7 Moved by Mr. Borman, seconded by Ms Russell to tentatively approve the Clerk of Courts 2010
8 recommended budget and levy, including user fees, in the amount of \$1,526,512. Motion carried.
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10 Mr. Hensel recessed the meeting at 9:37 a.m. and reconvened at 9:50 a.m.
11

12 **Sheriff**

13 The Sheriff's Department budget was presented by Sheriff Dale Schmidt and Captain Steve Gonwa.
14 Mr. Johnson presented the base level funding of \$14,996,910 and both the recommended and requested
15 budgets are \$15,168,019 (+2.2% from 2009). Budgeted revenues in the jail are down by \$260,000 in
16 the three main accounts: Huber fees, other county juvenile secure placements, and State prisoners.
17 Outlay expenses have been reduced 10% below typical low years, while continuing priority scheduled
18 replacements.
19

20 **DECISION ITEMS FUNDED:**

- 21 • Continue staff training at recommended levels @ \$ 63,922
- 22 • Keep realistic budget for possible jail revenues @ \$ 74,337
- 23 • Overtime expenses consistent with 2009 reductions but not more @ \$5,000
- 24 • Replace one camera on planned cycle and add six needed Tasers @ \$8,500
- 25 • Budget for less turnover and one family health insurance premium closer to actual @ \$18,726
- 26 • Fund requested administration operating supplies @ \$624
27

28 **OUTLAY:** Squad cars and other equipment @ \$210,610
29

30 **ONE MORE THING:** There is nothing in this budget for contracted policing of the Village of
31 Jackson, which is currently under review by that Village Board. If they decide to request a 2010
32 contract, the Village will pay the costs of that service.
33

34 Moved by Ms. Russell, seconded by Mr. Bertram to tentatively approve the Sheriff's Department 2010
35 recommended budget and levy, including outlay and user fees in the amount of \$15,168,019. Motion
36 carried with Mr. Meyers voting no.
37

38 **Veterans Service**

39 The Veterans Service budget was presented by Veterans Service Officer Mark Baldwin. Mr. Johnson
40 presented the 2010 base level funding of \$174,437 and both the recommended and requested budgets
41 are \$207,863 (+20.4% from 2009). The added staffing is needed without delay in 2010 to respond to
42 the number and seriousness of veterans' service needs that are increasing. Beyond that decision, this
43 budget allows programs to continue as they now operate.
44

45 **DECISION ITEMS FUNDED:**

- 46 • Increase part-time Office Assistant to full-time @ \$32,471
- 47 • Flags and markers at recommended level @ \$955
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1 **ONE MORE THING:** The Wisconsin Reserve/ Guard forces are now experiencing the largest call-
2 up since WWII, and will begin to rotate back here in 2010-11. It is also notable that we are currently in
3 our longest wartime period in US history, extending back to the beginning of the Persian Gulf War in
4 August 1990. Veteran programs evolve to meet changing needs. For example, the Post 9/11 GI Bill
5 just went into effect in August this year, with new program details. For the foreseeable future, the
6 service levels required of this department are not expected to lessen.

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8 Moved by Mr. Bertram, seconded by Mr. Meyers to tentatively approve the Veterans Service 2010
9 recommended budget and levy, including the position request, in the amount of \$207,863. Motion
10 carried.

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12 Mr. Hensel recessed the meeting at 11:11 a.m. and reconvened at 11:17 a.m.

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14 **County Clerk**

15 The County Clerk budget was presented by County Clerk, Brenda Jaszewski. Mr. Johnson presented
16 the base level funding of \$507,449 and both the recommended and requested budgets are \$527,449
17 (+8.4% from 2009). In addition, revenue of \$967,285 is anticipated for the State Shared Taxes.
18 Budgets for the County Clerk require using the framework of a two-year cycle. The cost of conducting
19 four elections in even numbered years is higher than the cost of two elections in odd numbered years
20 by \$35,000 – 55,000. To offset these known costs, the base level budget inadequately funds the
21 deductible account for property insurance losses.

22
23 **DECISION ITEMS FUNDED:**

- 24 • Certain funding for insurance deductible account at 58% of target instead of 38% @ \$20,000

25
26 **OUTLAY:** Election hardware @ \$7,100

27
28 **ONE MORE THING:** Staffing reductions were made in Central Reproductions effective September
29 1 to bring 2009 expenses in line with anticipated revenues. One part-time position received a layoff
30 and one full-time position was reduced to part-time hours. This section is expected to operate with no
31 levy except for a \$70,000 allocation to cover the estimated cost of the mail distribution system among
32 departments. That allocation has not increased since it was established in 2004.

33
34 The Committee discussed the deductible insurance account and requested Ms. Jaszewski, Mr. Johnson,
35 and Ms. Haag prepare a recommendation for additional funding in this account and present the
36 recommendation to this committee on Wednesday, October 7, 2009.

37
38 Moved by Mr. Meyers, seconded by Ms. Russell to postpone consideration of the County Clerk's 2010
39 Budget until Wednesday, October 7, 2009. Motion carried.

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41 The Finance Committee was recessed at 11:50 a.m. until Tuesday, October 6, 2009 at 8:30 a.m.

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Brenda Jaszewski, County Clerk