

## FINANCE COMMITTEE

Government Center  
West Bend, WI

September 26, 2007  
8:30 a.m.

Present: Herbert J. Tennes, James E. Spindler, Joan A. Russell, Richard L. Bertram, and Ralph R. Hensel.

Also Present: Administrative Coordinator Douglas A. Johnson, Finance Director Susan M. Haag, County Clerk Brenda Jaszewski, and Judy Steinert, Administrative Assistant.

Chairperson Tennes called the meeting to order at 8:30 a.m. and read the Affidavit of Posting.

### **Administrative Coordinator's 2008 Budget Summary**

Mr. Johnson reviewed the budget process the committee will be following. He then gave an explanation and review of the 2008 Budget Summary, Budget Highlights, Position Requests, and Budget Rate Sheets.

#### **Budget Highlights include:**

**Doing the County Work** - The County has important work to accomplish in the areas that Wisconsin has assigned our departments and committees. These include public safety, transportation, health and human services, conservation and planning, culture and education, and general county administration. Continued population growth adds demands for services. All areas will have sufficient funds in this budget to meet the essential needs, but also requests from the public that will be delayed or left undone. Specific funding levels have been analyzed for each department, with no across-the-board formula applied to all.

**Richfield Law Enforcement Contract** - If the citizens of Richfield vote to become a Village on November 6, the Sheriff is prepared to provide local police services for that municipality starting in January. This intergovernmental cooperation provides financial and service benefits for both the County and for Richfield. This proposed budget includes the staff and the contract revenues negotiated by the Sheriff and by Richfield.

**Combining Highway and Transit Departments and Committees** - The Administrative Coordinator is recommending the merger of the County Transit Services and Highway Departments and Committees, which are currently separate. Transit Services – shared ride taxi and commuter express contract programs -- have been managed by the Director of the Aging and Disability Resource Center (formerly Office on Aging). The growth of transit services and the new requirements of operating an ADRC are addressed with the addition of a new Transit Manager position in this budget. If the reorganization is approved by the County Board on October 23, the Manager will be hired by the Highway Commissioner and the new Transportation Committee elected at the organizational meeting of the County Board in April.

**Coping with Federal Child Support Cuts** - The Federal Deficit Reduction Act of 2005 initiated major cuts in funding for child support enforcement activities. The pending 2007-09 Wisconsin State Budget includes potential funding to partially correct this reduction. The Child Support Agency here has been very successful in securing funds to allow custodial parents to support their children with a minimum of public assistance, producing collections reaching \$800,000 per month. This budget supports continued operation of the 2007 program with some cost savings. Belated reduction of proposed State funding will mean that more costs will shift to the County tax levy and service reductions to families are expected to occur in 2008.

**New County Funding for Clean Sweep** - A Fall 2008 Clean Sweep to collect hazardous household and agricultural waste is proposed in this budget. This is an optional but valued county service provided by the

1 Land Conservation Division. Based on the 2005 experience of how much will be collected, \$85,250 of new  
2 county levy is proposed to supplement \$23,000 in State grant funds applied for.

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4 **Increased Library Taxes** - Due to Wisconsin Act 420, Washington County will for the first time be  
5 required to reimburse municipal libraries in other counties for our county residents visiting and checking  
6 out materials there. These bills (\$77,000) add to the taxes of local municipalities that do not have their own  
7 libraries to pay for these charges. County payments to local libraries to fund their circulation of materials  
8 have been reduced to partially offset the local tax impact. The County Board adopted 2007 Resolution 29  
9 calling on the Wisconsin Legislature to repeal or amend these mandated charges to counties.

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11 **Human Resources Computer Upgrades** - Implementation of a new Human Resources-Payroll software  
12 system is continuing. As the internet becomes a more important tool for recruiting and communicating with  
13 job applicants, further investment and staff training is needed to change the way that we do business. Data  
14 that has been collected in paper format or isolated spreadsheets will now be retrievable for regular  
15 management reporting. Over time the new technology will reduce the staff time needed to process routine  
16 records, creating opportunities for increased HR services to departments and labor savings.

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18 **Managing Growing Human Service Needs** - Managed care approaches continue to be emphasized and  
19 expanded as the county delivers a wide variety of human services to our citizens. Community Aids and  
20 Youth Aids funding - once innovative designs to maximize community based services for persons with  
21 mental illness, development disability and juvenile offenders – have not received annual State increases to  
22 keep up with population growth and inflation. State interest in a new managed care approach for the elderly  
23 and persons with a disability – Family Care – appears ready to expand into Washington County. This  
24 budget is prepared with four departments (ADRC, CCSA, Social Services and Samaritan) poised to move  
25 forward if funding and State requirements are acceptable to Washington County.

26  
27 **State Budget Uncertainties and Expected Funding** - There are reports from eight months of proposals  
28 and debate but no 2007-09 State Budget to accurately identify the State funding essential to nearly every  
29 county department. In these three cases, new State funds are anticipated: Courts Aid of \$65,139; Youth  
30 Aids of \$40,015; and Child Support Funding of \$57,185. If the adopted State Budget contains less funding  
31 than these estimates, the affected departments will need to address the shortfall without additional 2008  
32 county levy.

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34 **90/10 Payment of Medical Costs in Employee Health Insurance** - In the past five years, rapidly growing  
35 employee health insurance costs have been a major stress on the annual budget. County employees already  
36 contribute 15% of the annual premium payments, higher than other area public employees. The county self-  
37 insured health plan has been more generous in one aspect: 100% of in-network medical bills above  
38 deductibles have been paid. As directed by 2007 Resolution 9, this budget proposes a 90%/ 10% co-  
39 insurance system for sharing the cost of medical bills up to an annual; maximum amount. This approach,  
40 implemented in most other counties, will hold the 2008 premium increase to 5%.

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42 **Sales Tax Offset and County Property Taxes** - In line with the guidelines for the 2008 Capital  
43 Improvement Program, an additional 5% (\$425,000) of the budgeted sales tax collections will be allocated  
44 to offset the amount of county property tax levy. This offset is applied after establishing a budget  
45 recommendation which meets this year's target. The result is a countywide tax rate reduced more than 7  
46 cents per thousand of valuation, the tenth straight year of rate reductions. County taxes on a home valued  
47 at \$200,000 will remain about the same as this year, with a bill of \$562 for the year.

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49 **County Board**

1 The County Board budget was presented by Doug Johnson, Administrative Coordinator. Mr. Johnson  
2 reported the base level funding is \$527,130 and the recommended budget is \$524,034 (-0.7%). The  
3 Requested budget is below the authorized Base level.

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5 The County is a member of the Wisconsin Counties Association and the National Association of Counties.  
6 The WCA Annual Conference for Fall 2007 will be held October 7-9 in Wisconsin Dells; seven  
7 Supervisors are registered to attend. The 2008 budget includes funds for one member of the next Executive  
8 Committee to attend the July 2008 NACo Annual Conference in Kansas City.

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10 Moved by Mr. Spindler, seconded by Ms. Russell to tentatively approve the County Board 2008  
11 recommended budget and levy, including out-of-state travel, in the amount of \$527,130. Motion carried.

### 12 **County Attorney**

13 The County Attorney budget was presented by Attorney Kim Nass. Mr. Johnson presented the base level  
14 funding of \$660,538 and the recommended budget is \$746,387 (+14.7%).

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17 The Department has benefited from three years of stability with the staffing pattern of four attorneys with  
18 no turnover. Federal reduction of Child Support funding continues to be a lively topic at local, state and  
19 national levels. Until the State Budget is completed, the Requested Budget fairly balances costs to be  
20 assumed by county taxpayers with needed services by county families. Increased indirect costs charged to  
21 this department result in positive revenues to reduce the county levy for the Finance Department budget.

### 22 **DECISION ITEMS FUNDED:**

- 23 ① Increased salary and benefits for existing Attorney staff @ \$34,343
- 24 ② Estimated local share to cope with federal Child Support reductions @ \$1,890
- 25 ③ Local match to earn additional federal indirect cost allocation @ \$49,616

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28 Moved by Ms. Russell, seconded by Mr. Bertram to tentatively approve the County Attorney 2008  
29 requested budget and levy in the amount of \$746,387. Motion carried.

### 30 **Library**

31 The Library budget was presented by County Clerk Brenda Jaszewski and Hartford Library Director  
32 Michael Gelhausen. Mr. Johnson presented the 2008 base level funding of \$1,515,830 and the  
33 recommended budget is \$1,553,166 (+4.0%).

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36 The funding level recommended will still result in a \$41,262 reduction below 2007 in circulation payments  
37 to local libraries. This is because of the impact of Wisconsin Act 420, which newly requires Washington  
38 County to pay \$77,199 to libraries outside the County for library materials checked out by our residents.

### 39 **DECISION ITEMS FUNDED:**

- 40 ① Continue circulation payments at this level without further reduction @ \$37,336

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42  
43 Libraries in Waukesha County are one of the beneficiaries of the payments required under Act 420. In this  
44 budget, 70% (\$54,382) of the payments to outside the county libraries will go to ten different libraries in  
45 Waukesha County. The one local library to get substantial benefit from Act 420 is Kewaskum, which  
46 should receive \$15,987 from neighboring counties whose residents used that library. The other four local  
47 libraries combined will only be reimbursed \$6,319.

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49 Moved by Mr. Spindler, seconded by Mr. Hensel to tentatively approve the Library Services 2008  
50 recommended budget and levy in the amount of \$1,553,166. Motion carried.

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2 **Administration/Emergency Management/Facilities**

3 Mr. Johnson and Emergency Management Coordinator Rob Schmid presented the Administration,  
4 Emergency Management, and Facilities budget with a base level funding of \$249,062 for Administration  
5 and \$2,482,561 for Facilities. The recommended budget is \$264,957 (+8.0%) for Administration and  
6 \$2,513,518 (+2.8%) for Facilities.

7  
8 The staffing pattern for Administration remains the same as this year, with 1.75 FTE in general  
9 administration and 1.25 FTE in Emergency Management. Costs have gone up in Administration with one  
10 employee re-enrolling in family health insurance, not taken at the time of the 2007 Budget. Even with rate  
11 increases, 2007 utility costs have been lower than budgeted. The 2008 Budget includes the same county  
12 levy for electricity and natural gas as this year's budget.

13  
14 **DECISION ITEMS FUNDED:**

- 15 ① Continue current staffing plan with one staff re-enrolled in health insurance @ \$14,195  
16 ② Fund attendance at NACo Legislative Conference @ \$1,700  
17 ③ Continue current level of custodial service and staffing @ \$15,957 above Base  
18 ④ Replace one Facilities truck @ \$15,000

19  
20 **NOT YET FUNDED:**

- 21 ① Adjust budgeted staffing plan by reducing custodial hours by 500 hours @ \$6,097  
22 ⑤ Cost of Tower Maintenance to be paid next year Sheriff's Tower revenue @ \$16,247

23  
24 **OUTLAY:** Grant funded computer equipment for local first responders @ \$3,500 and replacement of one  
25 Facilities truck @ \$15,000 (listing on page included)

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27 Moved by Mr. Spindler, seconded by Ms. Russell to tentatively approve the Administration and Facilities  
28 2008 recommended budget and levy, including outlay and out-of-state travel, in the amount of \$264,957 for  
29 Administration and \$2,513,518 for Facilities. Motion carried.

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31 Moved by Mr. Bertram, seconded by Ms. Russell to recess the meeting at 11:36 a.m. until Thursday,  
32 September 27, 2007, at 8:15 a.m. Motion carried.

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Brenda Jaszewski, County Clerk