

1 **FINANCE COMMITTEE**

2
3 Public Agency Center
4 West Bend, WI

October 3, 2006
8:30 a.m.

5
6 Present: Herbert J. Tennes, James E. Spindler, Joan A. Russell, Richard L. Bertram, and Ralph R.
7 Hensel.

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

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

14
15 **Planning and Parks**

16 The Planning and Parks budget was presented by Administrator Paul Mueller, with Supervisors John
17 Stern, Donald Berchem, and Mark McCune present. Mr. Johnson presented the base level funding of
18 \$2,957,507 and the recommended budget is \$2,957,507 (+1.5%). The Requested budget is at the
19 authorized Base level.

20
21 **DECISION ITEMS FUNDED:**

- 22 ② Vehicle trade 2 for 1 pickup truck @ \$10,000
- 23 ③ Large lawn mowing equipment trade 2 for 1 @ \$53,000

24
25 **NOT YET FUNDED:**

- 26 ① Yahr Park completion of asphalt paving started in 2005 @ \$173,346
- 27 ④ Ackerman’s Grove Park additional asphalt work @ \$40,000
- 28 ⑤ Sandy Knoll Park additional paving @ \$12,000

29
30 **OTHER ADJUSTMENTS TO REQUEST:** In order to get Yahr County Park opened in
31 2007, \$174,000 is recommended to be transferred in the capital plan from Facilities to Parks. An
32 unspecified reduction of \$3,348 is made to the Requested budget to bring the levy down to the
33 authorized Base level for the department.

34
35 Discussion was held regarding the new position request for Accounting Supervisor, Outlay, and the
36 relocation of Park Maintenance staff from the Vehicle Maintenance & Storage Facility to the shop at
37 the Washington County Golf Course. If the Park Maintenance staff does not relocate to the Golf
38 Course, two Outlay items, the Materials for the Pole Building and the Equipment Floor Lift would
39 not be required. The recommended budget does not include \$84,000 in rent to the Highway
40 Department. To determine the fiscal effect of not relocating the Park Maintenance staff to the Golf
41 Course, Mr. Johnson presented the following changes to the 2007 Planning & Parks budget: +\$84,000
42 (rent to Highway), -\$10,000 (Materials for Pole Building), -\$6,200 (Equipment Floor Lift), -\$18,236
43 (rent to WCGC), for a net effect of an additional required levy of \$49,564, bringing the total 2007
44 Planning & Parks Department budget and levy to \$3,007,071.

45
46 Moved by Mr. Bertram, seconded by Ms. Russell to approve the new position request of Accounting
47 Supervisor to be hired no later than June 1, 2007, and concurrently eliminate the position of the
48 Accounting Technician in the Planning and Parks Department. Motion carried.

1
2 Moved by Mr. Bertram, seconded by Ms Russell to approve Outlay with the removal of the Materials
3 for the Pole Building (\$10,000) and the Equipment Floor Lift (\$6,200) for a total of \$142,000.
4 Motion carried with Mr. Spindler voting No.

5
6 Moved by Ms. Russell, seconded by Mr. Spindler to approve the Planning Intern new position
7 request for a cost of \$7,904. Motion carried.

8
9 Moved by Mr. Bertram, seconded by Ms. Russell to tentatively approve the Planning and Parks
10 Department 2007 revised budget and levy, out-of-state travel, and user fees, in the amount
11 \$3,007,071. Motion carried with Mr. Spindler voting No.

12
13 Mr. Tennes recessed at 10:34 a.m. and reconvened at 10:40 a.m.

14
15 **Human Resources**

16 The Human Resources budget was presented by Director Gary Moschea. Mr. Johnson presented the
17 base level funding of \$648,455 and the recommended budget is \$657,357 (+2.9%). Additional staff
18 hours are needed to implement use of a new Payroll/ Human Resources software system. Addition of
19 these hours could not be accommodated until relocation of this department in the remodeled
20 Government Center (planned for December) due to current overcrowded conditions.

21
22 **DECISION ITEMS FUNDED:**

23 ① Increase two office staff positions from half-time to three-quarter time @ \$8,902 above Base
24 funding

25
26 A new health insurance third party administrator, Auxiant, was installed to process claims and re-
27 insure large claims for our self-insured health plan. All bargaining units and non-represented
28 employees are currently covered by the same benefits and cost sharing requirements. This is the
29 second year of 7% increases for our premiums, following prior years at the level of 18% (2005), 10%
30 (2004), 20% (2003), and 25% (2002).

31
32 Moved by Mr. Bertram, seconded by Mr. Hensel to tentatively approve the Human Resources 2007
33 recommended budget and levy, including the position request to increase two half-time Human
34 Resources Assistants to 3/4-time, and user fees, in the amount of \$657,357. Motion carried.

35
36 **County Treasurer**

37 The County Treasurer budget was presented by Treasurer Janice Gettelman. Mr. Johnson presented
38 the base level budget of revenues more than expenses \$241,142 and the recommended level of
39 revenue more than expenses is \$308,905. The Requested budget is below the authorized Base level.

40
41 **OTHER ADJUSTMENTS TO REQUEST:** The expected revenue for Agriculture Use
42 Changes is increased +\$60,000 to more accurately reflect the actual experience in this line item in
43 2005 and projected for 2006.

44
45 Intergovernmental cooperation in the production and receipting of tax bills continues to save money
46 and give good service to taxpayers. The same software company is now used for receipting payments
47 from all 20 municipalities. Preparation of tax bills and tax rolls for all but the City of West Bend is

1 also done by the County. In addition, the posting of tax and assessment information on the County
2 web site has relieved some phone answering burden from this department.

3
4 Mr. Johnson asked the committee to consider an additional \$10,000 to the revenue for Agriculture
5 Use Charges. The County Treasurer agreed that his is a reasonable request. Mr. Johnson distributed
6 updated information regarding the figures received from the State for the State Shared Revenue and
7 stated the Computer Aid amount had been tentatively forecast at \$150,312. Yesterday, the State
8 submitted the final 2007 Computer Aid amount, which will be \$133,874, creating a \$16,438 shortfall
9 from the amount that was used for 2007 budgeting purposes.

10
11 Moved by Mr. Bertram, seconded by Ms. Russell, to tentatively approve the County Treasurer 2007
12 revised budget and levy, including user fees and an increase of \$10,000 in revenues for Ag Use fees,
13 for an amount of revenues more than expenses of \$318,905. Motion carried.

14 **Samaritan Health Center**

15 The Samaritan Health Center budget was presented by Administrator Ed Somers and Supervisor Dan
16 Stoffel. Mr. Johnson reported the base level funding is no county levy and the recommended level
17 budget is no county levy.

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20 Overall resident satisfaction at the Health Center was 99% in the most recent survey. There were no
21 violations resulting from the State Quality of Care Survey. The plan for no county tax levy next year
22 continues to be realistic and attainable. This is a remarkable accomplishment, the result of both skill
23 and hard work.

24
25 Samaritan is more than a skilled nursing care facility. It provides quality meals for the county Meals
26 of Wheels program. The new Assisted Living facility opened on July 19 and was full by August 31,
27 well ahead of projections. In partnership with Cedar Community, a new sub-acute unit was opened
28 August 1 at St. Joseph's Hospital, replacing the one staffed by the Hospital at their old location. A
29 space planning study has been initiated to recommend future directions for the Health Center facility
30 as service needs continue to change.

31
32 Moved by Mr. Spindler, seconded by Mr. Hensel to tentatively approve the Samaritan 2007
33 recommended budget and levy, including outlay and user fees, with no county levy. Motion carried.

34 **Finance**

35 The Finance Department budget was presented by Finance Director Susan Haag. Mr. Johnson
36 presented the base level funding of \$1,187,872 and the recommended budget is \$1,187,552 (-13.3%).
37 The Requested budget level is just below the authorized Base level. The levy attached to this
38 department is much lower than last year because of a sizeable software purchase included in the 2006
39 department budget.

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41
42 In the past year the County's bond rating was upgraded to Aa1, the second highest level awarded.
43 Only two counties in Wisconsin now have a bond rating higher than Washington County. The strong
44 rating will assist the County to obtain very favorable interest rates when we borrow for the Radio
45 System replacement project.

46

1 Moved by Mr. Bertram, seconded by Ms. Russell to tentatively approve the recommended Finance
2 Department 2007 Budget and levy, including outlay, out of state travel, and user fees, in the amount
3 of \$1,187,552. Motion carried.

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5 **Adjustment to Sheriff's Department Budget**

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7 Moved by Mr. Spindler, seconded by Mr. Bertram to increase the Sheriff's Department Corrections
8 Revenue by \$12,000 and remove the Tire Changer from the Sheriff's Department Vehicle
9 Maintenance Outlay request in the amount of \$8,000, for a total adjustment to the budget of \$20,000.
10 Motion carried.

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12 Moved by Mr. Hensel, seconded by Ms. Russell to recess the committee at 11:31 a.m. until
13 Wednesday, October 4, 2006, at 8:30 a.m.

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Brenda Jaszewski
County Clerk