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**WASHINGTON COUNTY
FINANCE COMMITTEE**

Courthouse - Government Center
West Bend, WI

May 29, 2013
8:00 a.m.

Present: Leslie Borman (arrived at 8:25 a.m.), Raymond Heidtke, Ralph Hensel, Robert Milich, and Todd White.

Also Present: Finance Director Susan Haag, County Clerk Brenda Jaszewski, County Board Chairperson Herbert Tennes, Administrative Coordinator Doug Johnson, Assistant Finance Director Rich Abbott, Sheriff Dale Schmidt, and Richard Bertram.

Chairperson Hensel called the meeting to order and read the Affidavit of Posting.

MINUTES

Moved by Mr. Milich, seconded by Mr. White to approve the Finance Committee minutes of May 1, 2013, as presented. Motion carried.

Moved by Mr. White, seconded by Mr. Milich to approve the Finance Sub-Committee minutes of May 8 and 15, 2013, as presented. Motion carried.

VOUCHERS

Moved by Mr. White, seconded by Mr. Heidtke to approve the following:

Miscellaneous vouchers in the amount of \$251,798.88.

General Accounts Payable vouchers in the amount of \$314,808.38.

Human Services Accounts Payable WISACWIS vouchers in the amount of \$17,625.77.

Motion carried.

Moved by Mr. Hensel, seconded by Mr. Heidtke to approve Mr. Borman's expense voucher in the amount of \$49.72. Motion carried.

Moved by Mr. Hensel, seconded by Mr. White to approve Mr. Heidtke's expense voucher in the amount of \$73.45. Motion carried.

Moved by Mr. Heidtke, seconded by Mr. White to approve Mr. Hensel's expense voucher in the amount of \$25.99. Motion carried.

Moved by Mr. Hensel, seconded by Mr. White to approve Mr. Milich's expense voucher in the amount of \$40.68. Motion carried.

Mr. Borman arrived at 8:25 a.m.

TRANSIT MARKETING GRANT RESOLUTION

Appearance: Highway Commissioner Tom Wondra

Moved by Mr. White, seconded by Mr. Milich to approve the resolution authorizing the Highway Department to apply for Congestion Mitigation and Air Quality Grants from the State of Wisconsin,

1 Department of Transportation in the amount of \$50,000, and forward to the County Board. Motion
2 carried.

3
4 **2014 BUDGET TARGETS**

5 Mr. Johnson presented options for 2014 county budget targets, and stated his recommendation would
6 be to work to reduce the county levy \$500,000 below the 2013 levy based on County valuations
7 remaining consistent with 2013.

8
9 Moved by White, seconded by Mr. Milich to instruct Mr. Johnson to prepare a draft 2014 budget with
10 a goal of \$36,383,133 levy, which is \$1,000,000 below the 2013 levy, but not more than \$36,883,133,
11 which is \$500,000 below the 2013 levy. Motion carried with Mr. Heidtke voting no.

12
13 **CAPITAL IMPROVEMENT GUIDELINES**

14 Mr. Johnson distributed the proposed financial guidelines for the Capital Improvement Plan for 2014 -
15 2019 projects. He is recommending the average County funding for the six-year period not exceed
16 \$3.5 million per year, in addition to the use of \$2.5 million of prior year sales taxes. Sales tax revenue
17 is estimated at \$9.0 million for 2014, with a \$200,000 increase for each subsequent year. Mr. Johnson
18 stated that the Executive Committee is recommending the allocation between property tax offset and
19 capital projects for 2014 remain at the planned 60% and 40%, respectively. For 2015 through 2019,
20 the allocation is recommended at 65% property tax offset and 35% capital projects.

21
22 Moved by Mr. White, seconded by Mr. Heidtke to approve the Capital Improvement Financial
23 Guidelines as presented. Motion carried.

24
25 **2014 DEPARTMENT BASE BUDGETS**

26 Mr. Johnson presented his recommendations for the 2014 budgets for County departments, noting that
27 most departments received a 1% decrease from 2013. Where funding is shared with local
28 municipalities (Economic Development, Library, and Convention & Visitors Bureau), the target is at
29 the 2013 level. The Treasurer's Department and Register of Deeds 1% reduction is calculated on
30 expenses only. The 2014 budget will be affected by wage increases due to the implementation of the
31 new pay plan.

32
33 Moved by Mr. White, seconded by Mr. Milich to approve the 2014 Base Budgets for Departments as
34 presented. Motion carried.

35
36 **2014 BUDGET CALENDAR**

37 The tentative meeting dates for the 2014 Budget Hearings are; October 2, 3, 7, 8, and 9, 2013,
38 beginning at 8:00 a.m.

39
40 **PCORI TAX AND POSSIBLE GENERAL FUND TRANSFER**

41 Moved by Mr. Milich, seconded by Mr. White to authorize payment in the amount of \$1,261.00 to the
42 Federal Government for the Patient Centered Outcome Research Institute fee using funds from the
43 2013 Human Resources budget. Motion carried.

44
45 **SALES TAX REPORT**

46 The total received in May, 2013 for sales tax earned in March, 2013 was \$836,221.51, for a 2013 total
47 of \$2,177,196.54, net of Cabela's.

1 **NEXT MEETING DATES**

2 The next regular Finance Committee meetings are tentatively scheduled for Wednesday, June 26,
3 2013, at 8:15 a.m., and Wednesday, July 31, 2013 at 8:30 a.m. The Finance Sub-Committee will
4 tentatively meet on Wednesday, June 5, 12, and 19, 2013, at 8:30 a.m.

5

6 **TAX DEED BIDS**

7 The following tax deed bid was presented for consideration by the Committee:

8

9 **Town of Addison - T1-0930-00Z - Minimum bid amount: \$5,000.00**

10

11 <u>Name of Bidder</u>	12 <u>Total Amt. of Bid</u>	13 <u>5% Deposit</u>
14 Ronald Hefter	15 \$5,111.99	16 \$255.60

13

14 Moved by Mr. White, seconded by Mr. Borman to accept the bid of Ronald Hefter in the amount of
15 \$5,111.99, and forward a resolution to the County Board authorizing the sale of tax deed parcel T1-
16 0930-00Z in the Town of Addison to Ronald Hefter. Motion carried.

17

18 **REPORT #7 - FINANCIAL APPROVAL REPORT**

19 Moved by Mr. White, seconded by Mr. Heidtke to approve early release and presentation to the
20 County Board, Report #7 - Financial Approval Report, in the amount of \$3,892,265.74. Motion
21 carried.

22

23 **ADJOURNMENT**

24 Mr. Hensel declared the meeting adjourned at 9:40 a.m.

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Brenda J. Jaszewski, County Clerk