

1 **WASHINGTON COUNTY FINANCE COMMITTEE**

2
3 Courthouse - Government Center
4 West Bend, WI

October 3, 2011
8:00 a.m.

5
6 Present: Ralph R. Hensel, Richard L. Bertram, Leslie J. Borman and Todd Healy. Excused: Joan
7 Russell.

8
9 Also Present: County Board Chairperson Herbert J. Tennes, Administrative Coordinator Douglas A.
10 Johnson, Finance Director Susan M. Haag, County Clerk Brenda Jaszewski, Administrative Assistant
11 Judy Steinert, Assistant Finance Director Rich Abbott, Deputy Finance Director Paul Labonte,
12 Planning & Parks Administrator Paul Mueller, Supervisors Brian Bausch, William Meyers, James
13 Core, Dennis Myers, Joe Gonnering, Paul Ustruck, Gerald Schultz, Phillip Laubenheimer, and Michael
14 Bassill.

15
16 Chairperson Hensel reconvened the meeting at 8:00 a.m. and read the affidavit of posting.

17
18 **Medical Examiner**

19 The Medical Examiner budget was presented by Medical Examiner Kelly McAndrews. Mr. Johnson
20 presented the base level funding of \$256,484 and the recommended and requested budget is \$285,658
21 (+8.6% above 2011 levy). The line item budget for the department has been reviewed, trimmed, and
22 approved by the Public Safety Committee. While costs are higher than in 2011, contracting with
23 Waukesha County for autopsy services continues to be today's best available option for having
24 efficient access to a good quality of these required services.

25
26 **DECISION ITEMS FUNDED:**

- 27 1. Increased autopsy costs above amount covered by Base level budget @ \$25,269
28 2. Added staff hours needed to cover FMLA leave period for Deputy ME during 2012 @ \$3,905

29
30 **ONE MORE THING:** Fee increases instead of this extent of county levy were considered by the
31 Public Safety Committee, but denied based on comparison with surrounding and other counties. Based
32 on Mr. Johnson's subsequent budget review, he agrees with that decision.

33
34 Moved by Mr. Borman, seconded by Mr. Bertram to tentatively approve the Medical Examiner 2012
35 recommended budget and levy, including user fees, in the amount of \$285,658. Motion carried.

36
37 **Clerk of Courts**

38 The Clerk of Courts budget was presented by Clerk of Circuit Court Theresa Russell. Mr. Johnson
39 presented the base level funding of \$1,862,456 and the recommended and requested budget is
40 \$1,862,456 (-2.5% below 2011 levy).

41
42 **ONE MORE THING:** Through cooperative efforts between the Sheriff's Department, Judges and
43 Clerk of Courts, Court Security costs were reduced by \$49,677 with no reduction in services. During
44 2011, staff reassignment in the Sheriff's Department allowed for one less full time Deputy working in
45 Security and one additional Special Deputy. The current staffing pattern is continued in the 2012
46 Budget.

47

1 Moved by Mr. Healy, seconded by Mr. Bertram to tentatively approve the Clerk of Courts 2012
2 recommended budget and levy, including user fees, in the amount of \$1,862,456. Motion carried.
3

4 **District Attorney**

5 The District Attorney budget was presented by District Attorney Mark Bensen. Mr. Johnson presented
6 the base level funding of \$493,988 and the recommended and requested budget is \$498,996 (-1.5%
7 below 2011 levy). Levy is needed to offset State budget cuts made to Victim Witness services
8 (-\$7,000). This funding is available for 2012 due to WRS contribution changes for most county
9 employees.
10

11 **DECISION ITEMS FUNDED:**

- 12 1. Fund expected costs to continue current department operations @ \$5,008
13

14 **ONE MORE THING:** Victim Witness costs are eligible for State reimbursement at approximately
15 51%. This means that levy savings of only 49 cents result from an expense cut of one dollar.
16

17 Moved by Mr. Bertram, seconded by Mr. Borman to tentatively approve the District Attorney 2012
18 recommended budget and levy, in the amount of \$498,996. Motion carried.
19

20 **Sheriff**

21 The Sheriff's Department budget was presented by Sheriff Dale Schmidt, Captain Steve Gonwa and
22 Corrections Administrator Shirley Miller. Mr. Johnson presented the base level funding of
23 \$14,850,484 and the recommended and requested budget is \$15,505,368 (+1.8% above 2011 levy).
24

25 New costs of maintenance for the Radio System have been anticipated, but were not addressed through
26 the setting of Base level target amounts. As an annual operating expense, they need to be worked into
27 the county operating budget, funded with levy. This was made possible this year by decreasing debt
28 service costs in the overall county budget. As determined by action of State government, sworn
29 officers employed by the Sheriff's Dept. are not included in the WRS changes. Levy to fund the
30 remaining decision items is available without raising taxes for 2012 due to the savings from WRS
31 changes impacting most county employees, as intended by the State.
32

33 **DECISION ITEMS FUNDED:**

- 34 1. Radio System Maintenance, first year of new expenses @ \$368,389
- 35 2. Recommended Outlay items @ \$203,353
- 36 3. SGT's contract for jail locks at recommended levels @ \$6,000
- 37 4. Budget civil process fees and foreclosures at conservative levels @ \$28,750
- 38 5. Fund jail medical services with levy instead of Jail Assessment funds @ \$48,392
39

40 **OUTLAY:** Squad cars and other equipment @ \$203,353
41

42 **ONE MORE THING:** Key Budget Changes Narrative supplied by the Sheriff included information
43 regarding increases or decreases in different areas of the budget.
44

45 Moved by Mr. Bertram, seconded by Mr. Healy to tentatively approve the Sheriff's 2012
46 recommended budget and levy, including the use of Jail Assessment Funds not to exceed \$21,798 for
47 repair and maintenance of jail camera equipment, outlay, and user fees in the amount of \$15,505,368.
48 Motion carried with Mr. Hensel voting no.

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2 The meeting recessed at 9:37 a.m. reconvened at 9:52 a.m.
3

4 **Register of Deeds**

5 The Register of Deeds budget was presented by Register of Deeds Sharon Martin. Mr. Johnson
6 reported the base level funding is revenue more than expenses of \$100,860 and the recommended and
7 requested budget is revenue more than expenses of \$102,434. The Requested budget achieves more
8 net revenues than the Base level target set by the Finance Committee on June 1.
9

10 **ONE MORE THING:** Wis. Act 314 was passed in 2009, allowing Registers of Deeds to collect \$5
11 per recorded document to be used to fund the redacting of Social Security numbers from real estate
12 records from the years 1935 to 2006. This project will be successfully completed here in the first
13 quarter of 2012.
14

15 Moved by Mr. Healy, seconded by Mr. Bertram to tentatively approve the Register of Deeds 2012
16 recommended budget and levy, including user fees, for an amount of revenue more than expenses of
17 \$102,434. Motion carried.
18

19 **Planning and Parks**

20 The Planning and Parks budget was presented by Administrator Paul Mueller. Mr. Johnson presented
21 the base level funding of \$3,037,882 and the recommended and requested budget is \$3,009,882 (-3.4%
22 below 2011 levy).
23

24 **OUTLAY:** Recommended vehicles and equipment @ \$73,000
25

26 **ONE MORE THING:** The Administrative Services Committee continues to consider the bids
27 received for snow removal and grass cutting at Fair Park in 2012. This expense and revenue is not
28 included in the 2012 Parks budget at this time, but is budgeted in Facilities. The decision on which
29 method to use will not change the budget number, since the low bid is similar to the expected cost of
30 keeping this service in-house.
31

32 Moved by Mr. Borman, seconded by Mr. Bertram to tentatively approve the Planning and Parks 2012
33 recommended budget and levy, including outlay, out of state travel, and user fees in the amount of
34 \$3,009,882.
35

36 Moved by Mr. Healy, seconded by Mr. Hensel to vote separately on the out of state travel portion of
37 the Planning & Parks 2012 budget. Motion failed with Mr. Bertram and Mr. Borman voting no.
38

39 Motion to approve the Planning and Parks 2012 recommended budget and levy, including outlay, out
40 of state travel, and user fees, in the amount of \$3,009,882 carried with Mr. Hensel voting no.
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42 The Finance Committee was recessed at 10:37 a.m. until Tuesday, October 4, 2011 at 8:00 a.m.
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Brenda Jaszewski, County Clerk