

**Joint meeting of the Administration Committee/
Labor Relations & Employee Services Committee Budget Hearings
October 12, 2017
Minutes**

Committee members present: Chairman Dave Hintz, Ted Cushing, Billy Fried, Bob Mott and Robb Jensen.

Call to order: Chairman Hintz called the meeting to order at 8:34 a.m. in the County Board Room of the Oneida County Courthouse. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible.

Approve agenda: Motion by Jensen/Cushing to approve today's amended agenda. All aye; motion carried.

Summary from Smith as to how the 2018 budget looks after two days of hearings. Smith handed out an updated Capital Improvement Programs budget based on the approved CIP projects from day two.

Buildings and Grounds: Smith reported that they are coming in \$2400.00 over budget from 2017; however, they have two additional items that were added to her budget in 2018. Brunette has added a line item to her budget of \$2500.00 for standup work stations for the Treasurer's office and also budgeted \$13,200.00 for a study to look at single point of entry. The budget also shows a decrease of \$14,700.00 in utilities expenses and due to that decrease there is a decrease of \$32,695.00 in inmate revenues. Discussion regarding the study for single point of entry. Motion by Jensen/Cushing to accept the Buildings and Grounds budget and forward onto the County Board for their review. Brunette thanked the committee for the level that the county has funded buildings and grounds and gave an update on all of the projects that were completed this year. All aye; motion carried.

Humane Society: Smith reported that the request from the Humane Society is up \$1750.00 from 2017 and they are requesting \$40,250.00. Board members Sue Otis, Knute Farness, Ron Reupert, Karla Ortman and Director, Bria Swartout, were present from the Humane Society. Discussion regarding staffing levels available to pickup stray dogs and the level of funding requested from Oneida County. Motion by Jensen/Cushing to accept the Humane Society budget as presented and forward it onto the full County Board for review. Discussion regarding funding level from Oneida County and whether that can decrease this year. All aye; motion carried. Discussion regarding the payment dates and moving to a quarterly payment.

Library: Smith explained that the Library Board has come with a requested increase of \$11,829.00 and the Library budget is not subject to the levy limits. Smith also reported that the budget does not include the Crandon Library as they did not get their budget request to the board by the required date. Pat Pechura, Board President and Alan Van Raalte were present to discuss the budget with the board. Discussion regarding the formula for determining the amount of funding required to be sent to the libraries. Smith reported that the County is currently funding three of the libraries higher than is required by the State Statute. Motion by Mott/Jensen to approve the Library budget as requested and forward to the County Board for consideration. All aye; motion carried.

10:01 a.m. – Recess

10:15 a.m. – Reconvene

North Central WI Regional Planning Commission: Smith reported that the request of the NCWRPC is the same as last year. Dennis Lawrence was present from the North Central Wisconsin Regional Planning Commission. Discussion regarding the services provided by the NCWRPC and how the services are available to the towns due to the County's membership. Dennis reported that they currently work with ten counties and eight counties are members. Motion by Cushing/Jensen to approve the North Central WI Regional Planning Commission budget and forward to the County Board for Approval. All aye; motion carried.

UW Extension: Lynn Feldman and Steve Nelson (UW Extension Area Director) were present for the budget presentation. Feldman reported that the Fair is requesting the same funding as in 2017, which is \$16,000.00.

Motion by Jensen/Cushing to accept the Fair budget as presented and forward onto the County Board for review. Discussion regarding the Fair funding and the need for a budget of \$16,000.00. Discussion regarding the changes that will be occurring in the management of the fair. Feldman gave an update on how the Fair funding is used and the benefit to the community. Vote on motion: 0 aye, 5 nay; motion failed.

Motion by Mott to cut the Fair allocation to \$12,000.00, no second; motion failed.

Motion by Cushing/Mott to cut the Fair budget to \$10,000.00 and forward to the County Board. Discussion that the fair can come back to the committee if needed. Four aye, one nay (Fried); motion carried.

Feldman reported that there are two options that have been prepared for the UW Extension budget. Option A of the UW Extension budget is requesting a \$25,000.00 increase in 2018 due to a State Rating average that the educators are being paid by. Mott gave an update on the cuts that have occurred at the State level and the solutions that UW Extension has proposed. Fried expressed concern with UW Extension and the funding level that has been requested by the county. Mott discussed Option B, which is to go to 2.5 educators. Mott discussed programs offered by the UW Extension and the benefit to the county.

Motion by Jensen/Cushing to reduce the UW Extension budget by \$23,378.00 and forward to the County Board. Four aye, one nay (Fried); motion carried.

Tourism: Smith reported that the allocation is the same in 2018 as 2017. Fried expressed a concern with the current level of budget requests. Krystal Westfahl, Oneida County Tourism, gave an explanation to the committee regarding the services that they provide to Oneida County. Westfahl reported that they were awarded a grant from the State. Motion by Cushing/Mott to accept the Tourism budget as presented and forward to the County Board for approval. Four aye, one nay (Fried); motion carried.

11:56 a.m. – Recess

1:03 p.m. – Reconvene

Labor Relations: Lisa Charbarneau reported that she has had a change in her budget due to an employee going from single insurance plan to a family insurance plan. Charbarneau reported that GHT reimburses the County for all wellness related items and since 2004 the County has been successful in getting back 100% for those items. The budget has been changed to reflect a revenue for the reimbursement.

Motion by Jensen/Mott to accept the Labor Relations and Employee services budget and forward to the full County board for review. All aye; motion carried.

Reserve for Contingency: Smith reported that there is an increase in the General property taxes line item by \$3,792.00.

Motion by Cushing/Mott to accept line item 411100 General Property taxes as adjusted. All aye; motion carried.

Smith stated that based on the Committee's recommendation the interest income was increased by \$10,000.00 and the sale of county land to \$50,000.00.

Motion by Cushing/Hintz to approve the Reserve for Contingency budget as amended and forward to the County Board for their consideration. All aye; motion carried.

Planning and Zoning: Hintz reported that there were two areas of concern with the Planning and Zoning budget and that is why they are back today. Jensen reported that they are working on the fee increases and hope to have that to the Planning and Development committee by November and the extra revenues those fees will bring in. They are also looking at sanitary permits. Jensen stated that he would like to see one of the additional positions approved along with the LTE position and the second position would be looked at later in the year if needed. Fried would like to see Jennrich have the ability to hire two good candidates.

Motion by Fried/Hintz to approve the creation of the two Zoning Technicians and the LTE position. Discussion regarding the need for two positions and the fee increases associated with that. Fried, aye; Jensen, nay; Mott, nay; Hintz, nay; Cushing, nay.

Motion by Cushing/Jensen to approve one Zoning Technician, one LTE position, cut the mileage to \$4000 and forward to the County Board for approval of the amended budget. Fried reminded the committee to look at the Efficiency Team Study. All aye; motion carried.

Revolving Loan: Smith reported that this is a fund we have for business loans and isn't often used. This fund had a beginning balance of \$879,726.00 on 1/1/2017 and there are no expenditures associated with this budget. Motion by Cushing/Mott to approve the Revolving Loan Fund as presented and forward to the County Board. All aye; motion carried.

New Position Requests for 2018 Budget

Sheriff Department – Mechanic – Hintz reported that this position is covered by the Sheriff's budget and was approved.

Medical Examiner – Part-time Chief Deputy – Mathein reported that the State of Wisconsin requires the County have either a medical examiner or a coroner and that the position have a Chief Deputy. The Chief Deputy position had been previously cut. Discussion regarding Vilas County contracting with Oneida County for Medical Examiner position in 2019 and the cost of the part-time position in 2018. Mathein reported that on average he works 60-70 hours per week. Discussion regarding the position duties.

Motion by Mott/Jensen to approve the Medical Examiner part-time Chief Deputy and move it onto the County Board for approval. All aye; motion carried.

Land Information – Land Info Aide increase from part-time (50%) to full-time – Romportl reminded the committee that he does not have the money for this in his budget. Romportl stated that he is on target to be 800 documents over the 2012 figure when this position was cut to a half-time position and therefore the duties of that position fall to the higher paid positions to deal with when that person is gone. Discussion if there is potential that the current part-time person would move to full-time.

Motion by Cushing/Jensen to approve the Land Information Aide increase from 50% to 100% for the Land Information Office and forward to the County Board for approval.

Social Services – Child Support Supervisor – Handled during department budget.

Social Services – Social Worker – Handled during department budget.

Planning and Zoning – Zoning Technician – Rhinelander – Handled during department budget.

Planning and Zoning – Zoning Technician – Minocqua – Handled during department budget.

Jensen would like to see the departments come back and give an accounting of how the positions have functioned.

2:30 – Recess

2018 Entire County Budget

Smith reported that as of right now the budget is \$87,289.00 below the levy limit.

Motion by Cushing/Mott to take \$33,000.00 of the remaining levy and give it to Economic Development for 2018.

Discussion regarding the amount requested. Four aye, one nay (Fried); motion carried.

Charbarneau reported that LRES recommended a 1% wage increase and that she believes that should be put on the control point to keep the wage schedule and Hintz and Cushing agreed. A 1% increase is an additional \$100,000.00 from the Levy limit. Discussion regarding the pay increase and what the impact on the budget would be.

Motion by Hintz/Fried for an overall wage increase of 1.5% to go towards the wage scale. Four aye, one nay (Fried); motion carried.

Discussion regarding UW Extension support staff. There are currently 1.6 support staff budgeted and with the cuts to the educator positions there is the possibility of decreasing support staff. Discussion regarding the ability of UW Extension to cut the support staff.

Jensen commented that the Law Clerk scored very low on the efficiency study and at some point this committee needs to use that study to make decisions.

Smith reported that as it stands the budget is \$5155.00 under levy limit.

Motion by Fried/Mott to put the \$5155.00 into contingency to be considered for red-circled employees. All aye; motion carried.

Motion to adjourn Mott/Cushing. All aye; motion carried.

Respectfully submitted,

Tracy Hartman, Recording Secretary
Oneida County Clerk

David Hintz, Chair

DRAFT