

**Administration Committee -- Budget Hearings  
October 9, 2012  
Minutes**

**Committee members present:** Chair David Hintz, Ted Cushing, Denny Thompson, Sonny Paszak and Jerry Shidell.

**Others present:** Tourism Council: Kari Zambon, Kim Baltus, Romelle Vandervest, Gary Baier; Sheriff's Department: Sheriff John Hoffman, John Sweeney, Jill Butzlaff, Kay Juel; Forestry: John Bilogan; Corporation Counsel: Brian Desmond; Airport: Joe Brauer, Bob Heck; UWEX/LWC: Erica Brewster, Jean Hansen, Michele Sadauskas; Clerk of Courts: Brenda Berle; County Clerk: Mary Bartelt, Melodie Gauthier; Register of Deeds: Tom Leighton and Kyle Franson; LRES: Lisa Charbarneau; OCEDC: Roger Luce; Landfill: Charlie Evenhouse; Others: Bob Martini, Tom Rudolph, Candy Sorensen, Bob Metropolis, Marcus Neseemann and Kerri Ison.

**Call to order:** The meeting was called to order at 8:30 a.m. by Chairman Hintz in the County Board Room of the Oneida County Courthouse noting the meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

**Approve agenda:** Motion by Paszak/Thompson to approve the agenda as presented. All ayes; motion carried.

Sorenson reviewed action taken at yesterday's meeting. The levy is \$15,041,443 -- an increase of \$38,754 from 2012; increase of .26%; rate 3.87%. Currently \$429,915 under the levy limits.

**Tourism:** Kim Baltus (Minocqua Chamber representative and member of Tourism Council) gave a short presentation about the Tourism Council, a group of volunteers who work to market and promote Oneida County as a whole, pooling resources to avoid duplication. Today's technology requires multiple methods of communication. The group has created a new website (oneidacountywi.com) in 2012, utilizes Facebook, and attends sports shows. Future plans include development of a County-wide Visitors Guide. The Council received a \$40,000 JEM grant from Department of Tourism to be used on a five-county marketing plan.

Kari Zambon, owner of Holiday Acres Resort and volunteer Council member, spoke in support of the 2013 budget request. She noted Tourism brings in sales tax revenue to the County -- visitors do not impact social, school or government costs. Some visitors may decide to relocate here and become local taxpayers or become business owners who promote a strong economy. For every dollar invested in tourism, six dollars is returned to the community.

Martini serves on the OCTC and has learned that marketing maintains the brand. Many experiments reducing marketing funds have failed which supports the theory of spending money to make money. Active marketing generates grant dollars -- a large revenue stream for the County which doesn't generate a lot of waste or cost to the local municipalities. Martini believes residents' quality of life is improved due to tourism and strongly supports the 2013 budget request. Discussion followed.

Baier has been involved with the Council since its inception and represents ITBEC on the Council. The Council has helped bring the Chambers together for a common goal. Cushing commended the OCTC on the job they've done since the Council started.

Shidell commented on sales tax revenue. He also felt that if the County contributes \$100,000 to the budget, other partners don't have a lot of "skin in the game". He believes if other partners put more into it, it will be valued more. Zambon noted that members contribute dues but also do promotion with their own funds to enhance the Oneida County advertising budget. Lengthy discussion followed.

*Motion by Cushing/Hintz to approve the Tourism budget as presented. Shidell/Thompson offered an amendment to reduce the Tourism budget request to \$75,000. Discussion followed. Roll call vote on amendment: Shidell-aye; Hintz-nay; Paszak-nay; Thompson-nay; Cushing; nay. Motion failed.*

*Motion by Paszak/Shidell to amend the Tourism budget to \$85,000. Roll call vote: Thompson-aye; Paszak-aye; Shidell aye; Cushing-nay; Hintz-nay. Motion passed.*

*Motion by Cushing/Thompson to approve the amended Tourism budget of \$85,000. Roll call vote: Cushing-aye; Thompson-aye; Paszak-aye; Hintz-aye; Shidell-aye. Motion carried.*

**Sheriff's Department:** Sheriff Hoffman has made every possible attempt to submit a realistic budget in line with the strategic planning process, hoping that public safety remains a priority in budget process. He noted the state prisons are beyond capacity. The Department will continue to work with State of WI and Secretary of Corrections to bring back state prisoners to increase revenue. There continues to be high demand for recreational law enforcement services which will enhance tourism; work continues with the same number of deputies in the summer months. Criminal drug abuse has caused significant resources to be used by the department and will continue to be a challenge in 2013. There are no special project funds requested for 2013. The Department will continue use of existing county personnel to maintain radio equipment, share services with other county departments and continue to use Highway mechanics as needed.

Sweeney appreciates support from Sorenson, Butzlaff and Juel. He also receives a lot of cooperation from ITS, Buildings & Grounds and the Highway Department to get things done with existing resources. Technology can help control costs and keeps employee costs down.

Thompson questioned inmate housing revenue. Hoffman believes Oneida County will still house a small number of state inmates. State prisons are over capacity so the State will need to make a decision on housing; Hoffman plans to work to bring some state prisoners back. Currently the jail houses 85-115 inmates but has the capacity for 160. Sweeney noted there is an inmate classification system used to keep first-time offenders away from violent criminals.

Shidell noted there was a significant savings after settling the contract with the protective employees last year, yet only a \$17,000 saving is anticipated in 2012. Other departments came in under budget without these savings but the Sheriff's Department did not. Discussion followed. Sorenson prepares salaries according to County Code and noted it is not standard procedure for the Sheriff's Department to maintain those savings. Sweeney noted there was an

increase in contracted food service and contracted health care. He appreciates the assessment and continually tries to provide services within the same budget. The department is constantly looking to provide services with existing personnel, which results in overtime to avoid hiring additional personnel. He noted training is done at overtime rate due to work schedules. Hoffman also noted court services required overtime funds to provide inmate transport using private contractors. Sweeney noted he was not prepared to come in with a zero increase and if that is needed, services will be cut.

Shidell wondered if there is a way to increase revenues. Sweeney noted adjustments have been made to their current fee schedule, helping to increase revenue by \$10,000. He felt that probationary holds could be held accountable to pay according to State Statutes. Shidell discussed the possibility of recouping some of the costs of services provided at the Hodag Country Festival. Sweeney noted a state grant was secured to provide direct services for the Harley Ride; perhaps an extraordinary event fee could be assessed for the Hodag Country Festival.

Shidell questioned the number of 911 dispatch employees needed to handle 4,113 calls for the year. Hoffman noted there are typically two employees per shift as employees handle other incoming calls as well as warrants, stolen property and other duties.

Shidell questioned personal use of patrol cars to commute and the justification behind it. Hoffman noted this practice is not unique to Oneida County and is considered best practice. Take home squads reduce response time and maintenance costs. Deputies are on duty the moment they are in the car and some deputies have special assignments. Hoffman noted squads are used in different ways. Discussion followed.

Shidell questioned advertising. Sweeney noted advertising is done for recruitment and the department works through Labor Relations. There have been times when that line item is not used and has been used to offset other expenses or is returned to the general fund.

Thompson questioned the cost of the Dive Team and the need to continue funding. Hoffman noted the Sheriff's Department is responsible for recovering bodies. Sweeney noted the Dive Team was designed with cost control and best practices in mind. The Dive Team is offset with revenues -- public safety divers are also asked to fundraise. A majority of the team are professionals with other occupations. It is set up to pay \$15/hour when used. Sweeney doesn't recommend going back to former way of recovery.

Paszak wondered if there could be more cooperation with Emergency Management. Hoffman continually looks for efficiencies noting there is some overlap of duties to provide necessary backup.

Martini believes the Sheriff's Department is always looking for efficiencies. They do not have a forecasting device and are required to provide sufficient and timely response. It is important for law enforcement to have flexibility and do duties that are not seen by the citizenry or elected officials.

Baier noted the Oneida County Sheriff's Department ranks in the top 10% with Aegis Insurance. He is part of the claims committee and noted this ranking allows the County to have lower

insurance rates. As the Nokomis Town Chair, he feels fortunate to have a deputy living in his township to provide a presence.

Cushing noted the Sheriff's Department budget very seldom shows a decrease and believes there will be more issues because of the economic times. Act 10 could be reversed at a cost of \$640,000 -- creating a large hole for Oneida County. The departments have been on a mandatory, zero-increase budget for at least 10 years. He believes additional cuts will cause loss of programs. Cushing voiced his agreement regarding a large assembly fee for Hodag Country Fest.

*Motion by PaszakThompson to approve the agenda for 2013 for Oneida County Sheriff's Department as presented. Discussion followed. All ayes; motion carried.*

Five minute recess; reconvene at 9:30 a.m.

**Forestry:** Bilogan provided an estimated \$716,000 profit for 2012; budgeted \$800,000 revenue for 2013. Changes include elimination of one full-time employee, contracted trail grooming, decrease in parks budget by \$9,000 due to the elimination of Town Line Park with a slight increase in stumpage revenue.

Shidell felt employees are doing a job that could be done by the private sector on an as needed basis. Bilogan noted there are 82,000 acres of forest and the department goal is to set up 2,000 acres in timber each year and sells based on the market. Foresters are involved in mapping, sales administration, wildlife projects, road projects and recreation programs. Staff is skilled in land management, not just forestry. There is continuity to manage the forest on county property. Consistency and history are important to maintain forest certification. Bilogan doesn't see contracted foresters working for Oneida County, but notes some outside LTEs will be hired. Discussion followed regarding state/federal forests and the possibility of working together. Martini urged caution as federal forests are subject to a lot more lawsuits.

*Motion by Cushing/Thompson to accept the Forestry budget as presented. Discussion followed. All ayes; motion carried.*

**Airport Commission:** Heck noted the Airport has been a joint city/county venture (50/50) since 1947. Growth of the Airport has been tremendous since 1975 and the economic benefit over the last 25 years (including tourism and business) has exceeded \$500 million. There are 75 employees on the general grounds with 1,100 jobs created because of the Airports. Airports build cities -- there are other businesses looking to establish at the Airport. Skywest/Delta will be providing service beginning 1/4/13 with two non-stop jet service flights from Rhinelander to Minneapolis. Delta services 5,500 cities and Heck expects excellent fares, growth in markets and the possibility of extra flights in the future. Heck also noted the City of Rhinelander approved the Airport's 2013 budget as submitted.

Brauer provided an amended budget reducing request by \$20,000 to reflect the continued rent to be paid for UWEX and Land Conservation. He also provided subsidy comparison worksheet, requesting \$7,500 to cover storm water charges.

The Airport has been fortunate to have two carriers in the past, but the future is one carrier in a city the size of Rhinelander. If the market performs well, extra flights may be added and

frequent flier miles may be brought back. He noted the employee share program with Oneida County worked out very well and thanked the County for the opportunity. Airport employees have not received wage increases in several years. To reduce costs, some weather services have been eliminated, uniform costs have been eliminated; janitorial services and the meter size in the new fire house were reduced.

Shidell questioned if changes to the workforce have been made (except for the employee share program) since enplanements are down. Brauer noted employees cannot be cut due to federal aviation mandates.

*Motion by Cushing/Paszak to approve the Airport budget as amended. Discussion followed regarding storm water costs. All ayes; motion carried.*

**Corporation Counsel:** Desmond noted the majority of the services are mandated. If a particular service is not mandated, it is still a good idea to protect the County. Thompson questioned whether a vacancy would be replaced with a county employee versus a contracted employee. Desmond noted there would be more control with a county employee as well as availability for emergency situations. One Counsel works mainly with Child Support but also provides backup to other staff.

Sorensen is seeking more collaboration of departments who deal with human needs. Desmond noted the office already works with the Sheriff's Department and Social Services. The office is also part of a Tri-County Association and a representative works collaboratively with that group.

*Motion by Thompson/Paszak to accept the Corporation Counsel 2013 budget as presented. All ayes; motion carried.*

**UWEX/LWC:** Brewster provided handout reviewing goals used in the budgeting process. Staff is working to create efficiencies within UWEX/LWC but still maintain high-quality educational programming and address community needs as they arise. Efficiencies include sharing support staff; maximizing position sharing; implementing community assessment and county vacancy analysis; development of a plan to move the office to maximize efficiencies/use of space and technology resources from the state at no cost to county. She noted UWEX/LWC must also be able to meet state funder expectations and deliver results. Brewster provided spreadsheet listing average of dollars leveraged in 2011 and noting a return of \$2.16 for every dollar of tax levy invested. She noted the 4H Leaders Association generates and manages funds used for programming, scholarships and capital equipment. WNEP is a federally funded program for counties with a Family Living Program. Programming is provided to increase nutrition levels, specifically to low income audiences. This program brings in \$87,051 in federal flow through dollars. WNEP also spearheads the Backpack Program through the RAFF, fundraising \$11,000 this past school year. NWS is a financial education program funded by donations and fees--UWEX provides in-kind office space. Fair is ending negatively in 2012 which will be covered by UWEX budget. In 2013 Fair the Coordinator will be a volunteer but requesting an LTE Treasurer.

Brewster noted the department is in the vacancy review process for the 4H/Youth Development agent. Visioning sessions have been held and the issue will be taken to LRES. The state liaison

report has been submitted recommending a 100% time agent position. Staff is investigating opportunities to share with other counties.

Candy Sorensen noted the nutrition program provides high end education with good participation. She is also supportive of the 4H/Youth Development program noting a lot of funding is allocated to seniors; there is a need to spend time on youth to avoid incarceration.

Shidell referenced the number of youth enrolled in the 4H program and noted the County does not provide direct subsidy to other youth programs such as Boy Scouts, Girl Scouts, Campfire, YMCA or RIA. He does not favor supporting the 4H position when the other youth organizations are supported by volunteers. If the school systems feel this is a valuable program, it should be a school system program.

Martini noted it is a youth development program which provides a collaborative role with the other programs and the goal is to get them working together to ensure continuation. Brewster noted the 4H/YD position was a major player in getting grants to run the CHAMPS program which is now looking for curriculum. The Youth Development program can assist the YMCA by providing evidence-based curriculum. She noted there are gaps in the services for youth due to fees with the other programs. UWEX is held to anti-discrimination laws including financial issues. Another advantage of 4H is that it focuses on adult/youth leadership skills which can be done from home when transportation is an issue.

*Motion by Shidell/Thompson to approve funding for a 50% 4H Agent position reducing the budget by approximately \$17,000.* Discussion followed. Rudolph noted the County gets a great deal of service for the funding it provides. If one youth is "saved" through Teen Court, it eliminates one out of home placement at a cost to the County of \$90,000/year. Brewster asked for trust and freedom to take this position to LRES to fulfill the County's needs and to look for opportunities to share with other counties.

Candy Sorensen noted other agencies are also hurting and are unable to pick up the slack. There is little left for youth development in schools and the future looks dim. Thompson noted school enrollment is declining in upper grades. Brewster provided demographic information for youth in Oneida County. As the population ages, brain drain increases and young people do not see this as a place to stay, work and raise a family. Disconnecting community from youth will create brain drain and an aging population. A position in youth development can help cross those barriers.

*Roll call vote: Cushing-aye; Thompson-aye; Paszak-aye; Hintz-nay; Shidell-aye. Motion passed.*

*Motion by CushingPaszak to approve the amended budget for UWEX/Fair as discussed. All ayes; motion carried.*

**Land & Water Conservation:** Hansen presented three budgets: General Land & Water Conservation, Aquatic Invasive Species and Wildlife Damage Program. Land & Water receives funding from DATCP for staffing grants and the cost-share program. The AIS program receives DNR grant funds for the operation of the program, minus wages and fringe. Wildlife Damage is a program for producers needing abatement and control of wildlife species to minimize crop damage as well as the deer donation program for the local food pantries. This funding is

provided by USDA/APHIS. Currently the department consists of a County Conservationist, AIS Coordinator and a 40% support staff. Cushing indicated LRES met with staff twice and the reorganization of the department is the best way to make the program whole. *Motion by Cushing/Thompson to accept the 2013 LWC budget as presented.*

Shidell questioned grant funding. Funding is received from DATCP to help private homeowners reduce issues on the County's land and water. The LWC Five-Year Plan is intended to protect the natural resource base and the grant is used to reach the goal of the plan. Shidell has issues with helping private landowners do things required by law. Martini noted most landowners are not required by law to do most of these projects. In fact, this is a program to protect the public property, which is the lake itself. Cost share monies cannot be used for mitigation or violations. Rudolph felt the department has been squeezed in past years to operate under tight schedule of programming.

*Four ayes; one-nay. Motion carried.*

**Clerk of Courts:** Berle provided adjusted estimates for revenue. Bonds and defaults are not revenues of the Clerk of Courts department -- it goes to the general fund. Jail assessment fees are revenue for the Sheriff's Department building and restricted for the jail building. The increase in the budget is due to health insurance costs. *Motion by Cushing/Paszak to accept the Clerk of Court budget for 2013. All ayes; motion carried.*

Five minute recess; reconvened at 1:30 p.m.

**County Clerk:** Total proposed budget for the County Clerk is \$215,776. Bartelt and Gauthier provided a summary of information regarding use of a mail service versus having the Clerk's office process the daily mail. The mail service provided a quote for 200 pieces per day; however, the office averages 560 pieces per day. The County also receives a commercial base price because the postage meter is certified. Staff does not believe there will be a savings as the mail service does not provide a commercial rate on larger pieces and they also charge for sorting. Hintz suggested using technology to help decrease mail costs. Shidell questioned the need for an actual post office box and the possibility of having the post office deliver it here by suite number. Discussion followed. *Motion by Cushing/Paszak to accept the County Clerk's 2013 budget as presented. All ayes; motion carried.*

**Property and Liability Insurance:** Bartelt indicated insurance rates have increased. Continuing appropriation fund has a balance of \$134,000. Motion by Shidell/Paszak to reduce line item 531754 from \$25,000 to zero for 2013. *Motion by Cushing/Thompson to accept the amended insurance budget for 2013. All ayes; motion carried.*

**Register of Deeds:** Franson noted, based on current figures, revenue for transfer tax will be lower in 2013. Discussion followed regarding restricted funds what projects can be done using these restricted funds. *Motion by Cushing/Thompson to accept the Register of Deeds 2013 budget as presented.* Discussion followed. A reduction in staff is not foreseen as the same number of staff is processing the same amount of transactions as in 1980; workload has not decreased due to technology. *All ayes; motion carried.*

**Highway Department:** Bennett/Wrycha provided a budget comparison for 2001 to 2013. Discussion followed. It was noted the Highway budget was decreased \$100,000 in 2011. Proposed budget is decreased by approximately 2%. *Motion by Cushing/Paszak to approve the Highway Department budget as presented.* It was noted staff is attempting to do work for intergovernmental agencies to help generate revenue. There are currently 22 union employees and six non-represented employees – a decrease of six employees over the last three years. *All ayes; motion carried.*

**LRES:** Charbarneau noted legal fees were decreased by approximately \$6,000 since she, the Finance Director and Corporation Counsel are working together on issues. Discussion followed regarding the title of County Administrator--Charbarneau was appointed, as such, by County Board. *Motion by Paszak/Thompson to approve the 2013 LRES budget as presented. All ayes; motion carried.*

**Continue with Reserve for Contingency from 10/8/12:** Sorenson continued to review the Reserve for Contingency account. Discussion was held on the following line items: delinquent taxes (decrease), shared revenue (decrease), State Aid PILT (decrease), Indirect ADRC costs, interest earned, sale of fixed assets, sale of county land, miscellaneous revenue and cost allocation vacancy reduction. Contingency fund includes: health insurance changes, general contingency, health insurance (increase), medical examiner (increase), COLA and any out of the ordinary unbudgeted overages. Departments are allowed to request from the Finance Committee 10% of their original budget from the contingency account to help with budget shortfalls. Additional funding from the contingency account requires county board approval. General obligation debt offsets funds coming back from Human Service Center loan, Economic Development loan and debt service. Discussion followed. *Motion by Paszak/Shidell to approve the reserve for contingency budget for 2013 as presented. All ayes; motion carried.*

**Revolving Loan:** Sorenson noted this is funding coming back to the County through the Revolving Loan account. *Motion by Paszak/Thompson to approve the revolving loan budget for 2013 as presented. All ayes; motion carried.*

Cushing was excused at 3:24 p.m. Five minute break; reconvene at 3:30 p.m.

**Economic Development:** Luce noted the OCEDC Board has instituted a private sector fundraising plan to increase revenue to enhance things the Corporation can do. He highlighted OCEDC successes over the last year: Printpack project, ABX expansion, HiPro and is currently working with a startup, short-run printing/packaging company. He has also been doing small development/entrepreneurial work in the Minocqua area. Budget request is for \$85,000. *Motion by Thompson/Paszak to approve the Economic Development 2013 budget as presented. All ayes; motion carried.*

**Landfill:** Evenhouse provided a year-to-date summary, noting the Landfill operates on a cash basis. The Department changed glass vendors from Glass Plus to Strategic Materials, the largest glass recycler in the country, who has the technology to separate glass down to 1/8" inch. This has become a revenue source to help pay off debt to the County. He expects an increase in the cost for the contract with Waste Management which comes due in June. The contract will be let out for bid in November.



Paszak was excused at 3:58 p.m.

*Motion by Thompson/Shidell to approve the 2013 landfill budget.* Discussion followed. The Landfill has a zero impact on the levy and is funded by fees and state aids. The landfill is a transfer station, recycling station, demolition landfill (building materials), composting site (sell to general public), receives fiber cake from the Paper Mill to repurpose and sell as compost; does hazardous waste handling, and provides long-term oversight of the solid waste landfill. The landfill has multiple small businesses running being utilized by private haulers.

*All ayes; motion carried.*

**Summary:** Levy is currently \$14,984,443; down \$18,246 from 2012 -- a 2.16 % decrease.

**Adjournment:** Motion by Thompson/Shidell to adjourn at 4:17 p.m. All ayes; motion carried.

Respectfully submitted,

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Kerri Ison, Recording Secretary

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David Hintz, Chair