

**EXECUTIVE COMMITTEE MINUTES
MONDAY, AUGUST 23, 2010**

Minutes of the Monday, August 23, 2010 Executive Committee meeting.

At 11:00 a.m. Chair Weiss called the meeting to order.

MEMBERS PRESENT: Chair Weiss, Supvs. Kalata and Wedde.

OTHERS PRESENT: Elaine Weddell, Donna Teschner, Deb Behringer.

APPROVAL OF AGENDA: A motion was made by Supv. Wedde, seconded by Supv. Kalata, to approve the agenda with the addition of a resolution regarding Adams Columbia issuance of bond. Motion carried.

APPROVAL OF MINUTES: A motion was made by Supv. Kalata, seconded by Supv. Wedde, to approve the minutes of the prior meeting. Motion carried.

The next Executive meeting will be September 7 at 1:00 p.m.

PUBLIC COMMENTS: None

REPORTS: Administrative Coordinator Deb Behringer reported that the CDBG grant application has been submitted and we are waiting word on the actual award. Deb will attend a two day training seminar in September regarding the program. The worker comp state modifier is estimated to be .81 for 2011.

Treasurer Elaine Wedell reported the sales tax figures for July. 2010 is running slightly ahead of 2009 for sales tax collection. Elaine also distributed the bank reconciliation and investment reports. The State Pool is currently at .22%. The M&I account has been closed due to a sunset in the law. M&I does plan on presenting Elaine with some other options. Don Kemps has approached Elaine on the possibility of the County accepting some property at Pine Knoll. The Committee was not interested in accepting the property.

Elaine stated that in order for the County to utilize Citizen Bank's ACH Debit Block and the positive pay program, Springbrook would need to modify the software. Springbrook indicated that they would charge \$2,250 for the change, plus \$420 maintenance per year. The Committee instructed Elaine to not pursue these products at this time.

The August settlement is complete. Elaine indicated that unpaid tax has increased to \$1.6 million. Elaine continues to wait for Dale Johannes on the 4 corners property. Mr. Johannes is working on financing.

OLD BUSINESS:

Discussion and Possible Motion on Tax Deed Properties: The Village of Redgranite property was valued at \$5,000 and there has not been any interest. Elaine received a complaint that there were animals in the house, so she had to have some work done. A motion was made by Supv. Wedde, seconded by Supv. Kalata, to have Highway take the necessary steps to clean up the property and remove the structure. Motion carried.

The Village of Plainfield property was valued at \$10,000 and there has not been any interest. A motion was made by Supv. Wedde, seconded by Supv. Kalata, to lower the value to \$5,000. Motion carried.

NEW BUSINESS:

District Attorney request for clerical assistance and space: District Attorney Scott Blader joined the meeting. He explained to the committee that case law changes have occurred dealing with discovery issue. With the advent of various forms of recordings such as 9-1-1 tapes, digital recording, jail video, squad video, and email, the amount of materials his department must reproduce and distribute has increased. His staff has remained the same since 1989 and the timeline for discovery and the ability to keep up has become an issue. Growth in the Sheriff's Department, State Patrol, the Jail

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housing state inmates and the Prison, all impact the District Attorney's office. It is estimated that the cost of having eight hours per week of clerical support would run between \$5,900 and \$8,650 depending on the clerical help being associated with an existing position or if it was a stand alone position. If the extra clerical help was restricted to Wednesday, the individual would be able to use the office currently housing the Victim Witness Coordinator. If the clerical assistance were to be provided on other days, there would be some need to develop office space. One option would be to add an office in the current Law Library. A very rough estimate was provided that it may cost \$7,000 to do some remodeling. Scott Blader provided some statistical information regarding the increase in work load. The Committee discussed if there was some other options to providing some of the duplicate information. The Committee would like an opportunity to consider the information, discuss the possibility of the Sheriff's Department providing additional CD's of recordable information and readdress the issue at the September 7 meeting.

Victim Witness Budget Request: Scott Blader presented the request. Donna Teschner indicated that she prepared many of the numbers in the request. The levy impact is \$21,331, which is \$485 over the 2010 request. A motion was made by Supv. Wedde, seconded by Supv. Kalata, to approve the request as presented. Motion carried.

Treasurer Budget Request: Elaine Wedell presented the request. The Treasurer budget includes sales tax revenue, and interest revenue. Due to increases in the revenues, the department is able to reduce the levy request by \$51,854. Elaine requested consideration to reinstate summer help. It was estimated that the cost is approximately \$1,700. The department has budgeted \$1,000 in overtime. A request was made to allow the department to use the overtime funds plus adjust other numbers to cover the expense of a summer person during tax time, with the bottom line of the levy still reflecting a decrease of \$51,854. A motion was made by Supv. Kalata, seconded by Supv. Wedde, to accept the budget with a limited summer worker, without impacting the bottom line. Motion carried.

Courts Budget Request: Jane Putskey presented the request. The request reflected an increase in the levy of \$31,667. The Committee indicated that this was too much of an increase. The follow changes were made: Legal Fees and Guardian Ad Litem revenues were increased from \$70,000 to \$80,000; Jurors Per Diem expense was decreased from \$10,000 to \$9,000; Juror mileage expense was decreased from \$5,000 to \$4,000; Equipment expense was decreased from \$2,000 to \$1,000; Jury Expense-meals was decreased from \$3,000 to \$2,000; Medical expense reduced from \$8,500 to \$7,500; GAL fees increased from \$22,000 to \$29,000; Attorney costs decreased from \$50,000 to \$45,000. The impact of the changes reflected a reduction of \$13,000 from the original request. The levy increase would be \$18,667. A motion was made by Supv. Wedde, seconded by Supv. Kalata, to approve the request with changes. Motion carried.

Family Court Commissioner budget request: Court Commissioner Marc Bickford presented a request to increase the tax levy by \$738. A motion was made by Supv. Wedde, seconded by Supv. Kalata, to approve the request without changes. Motion carried.

Corporation Council budget request: Corporation Council Ruth Zouski presented a request to increase the tax levy by \$10,721. Ruth explained that litigation expense continues to rise. She asked the Committee to weigh in on the process for collections. Ruth suggested that since the federal government does not allow for tax intercept, it may be more expedient to only file small claims actions for individuals that live in the State of Wisconsin. After discussion, a motion was made by Supv. Kalata, seconded by Supv. Wedde, to approve the request without any changes and to keep the collection process the same. Motion carried.

County Clerk budget request: Donna Teschner presented the request for the Department with a tax levy increase of \$43,785. After review, the Committee made the following changes: County Board per diem reduced from \$55,000 to \$53,000; WEDC Subsidy reduced from \$3,000 to \$1,500; County Clerk office supplies reduced from \$1,300 to \$1,000; Election maintenance contracts reduced from \$30,000 to \$25,000. The total reduction was \$8,800. A motion was made by Supv. Wedde, seconded by Supv. Kalata, to approve the request with the mentioned changes. Motion carried.

Register of Deeds budget request: Register of Deeds Barb Struzynski requested an increase in levy of \$8,762. During the review it was noted that the redaction expense should be increased to \$30,000 to reflect the revenue projection. This increased the request to \$15,762. The Committee discussed the elimination of the part time position to reduce the budget

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request by \$12,411. A motion was made by Supv. Wedde, seconded by Supv. Kalata, to reduce the budget request by \$12,411 and eliminate the part time position. Motion carried. In a subsequent discussion, the Committee clarified that the goal is to reduce the budget request by \$12,411, if the department can find a different way to do that, they would be able to retain the part time position. Motion carried.

Child Support budget request: Deb Behringer presented the request on behalf of the department. The request is to increase the tax levy by \$51,629. State reimbursement continues to decline. Ruth indicated that the federal government has set up the incentives in such a way that it discourages active collection on many of the cases. A motion was made by Supv. Kalata, seconded by Supv. Wedde, to approve the request as submitted. Motion carried.

Data Processing budget request: The Committee had previously reviewed this request so the information could be provided to all departments for their budget process. The request has zero impact on the levy. A motion was made by Supv. Kalata, seconded by Supv. Wedde, to approve the request. Motion carried.

Administration budget request: Administrative Coordinator Deb Behringer provided the budget request with zero increase. Deb indicated that she increased her litigation line item, but did reduce in other areas to absorb the increased costs. A motion was made by Supv. Wedde, seconded by Supv. Kalata, to approve the request without change. Motion carried.

Surveyor. The Surveyor budget reflected an increase of \$894. Suggestions were made to reduce the professional services line item by \$400 and to reduce operating supplies by \$500. The Committee will refer the issue to the Land Records Committee.

Approval of Brownfields Grant Resolution. The Committee reviewed the resolution as brought forward by East Central. It was decided that the resolution will not be forwarded to the County Board.

Approval of Adams Columbia Resolution: A motion was made by Supv. Wedde, seconded by Supv. Kalata, to recommend the resolution to the full County Board. Motion carried.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Debra S. Behringer
Administrative Coordinator

/dsb