

FINANCE AND PERSONNEL COMMITTEE

August 1 2017

The Finance and Personnel Committee met on Tuesday, August 1, 2017, at 9:00 a.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: Jeanetta Kirkpatrick, Fred Clary, Robert Bellman, Linda Gentes, Buford Marshall, Larry Sebranek and Don Seep.

Others present included: Victor Vlasak, County Clerk, elected officials, department heads and employees.

Committee Chairman Kirkpatrick called the meeting to order.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, WRCO and County department heads, a copy was posted on the Courthouse Bulletin Board and a copy was faxed to The Richland Observer.

Motion by Sebranek, second by Marshall that the agenda, as amended, be approved. Motion carried.

Committee members were informed of Courthouse Security Training scheduled for Tuesday, August 15th at 3:00 p.m. The training is being jointly presented by the County and City. An active shooter skit will be presented in the courtroom. The incident will be used as a basis for discussion. The training will be for courthouse and Community Services employees.

The Committee discussed the 2017 Wisconsin Counties Association Annual Conference to be held in Wisconsin Dells September 24-26, 2017. Motion by Marshall, second by Sebranek to present a resolution for approval to forego attendance at the Conference for 2017. Motion carried.

Committee members were informed that the two State Trust Fund Loans have been approved. One loan is in the amount of \$120,000.00 to be used for the purchase of squad cars. The second loan is in the amount of \$1,390,421.00 and is to be used for Highway Department equipment purchases, Highway JJ improvements and the purchase of the sand pit. Motion by Sebranek, second by Gentes that the loan funds be drawn all at once. Motion carried.

Highway Commissioner Jim Chitwood addressed the Committee requesting approval for a six month medical leave of absence starting on July 24, 2017. Motion by Seep, second by Sebranek that the request be granted. Motion carried.

The Committee discussed presenting a referendum question to County residents for approval to exceed levy limits and increase the annual tax levy. Chairman Kirkpatrick explained the timetable that would be required if the referendum question was to be presented at the April 3, 2018 spring election. The Finance and Personnel Committee would need to approve moving forward with the referendum question at their November 7, 2017 meeting. The County Board would need to approve a resolution moving forward with the referendum question at their December 12, 2017 meeting. Contracts would be needed with legal counsel for legal advice by

October 3rd to assist in putting together the resolutions and the referendum question. Estimated costs for legal counsel, advertising, etc. are \$30,000.00. If the referendum question was approved by the voters, it would not become effective until the budget is formulated for the year 2019. The use of the funds would need to be outlined in the resolution. Committee members indicated that individuals that have contacted them are not in favor of increasing the tax levy. The Committee discussed the challenges to be faced in developing future budgets. Committee members felt that the full County Board should give their opinion on the question of presenting a referendum to increase the annual tax levy. A resolution will be put together asking the Board to either say yes or no regarding presenting a referendum question to voters to increase the annual tax levy above the levy limits that have been imposed.

The Committee discussed the budget formulation process. Clary suggested that the Committee spend more time with departments so that the Committee can review their 2017 budget as well as their 2018 proposed budget. The proposed budget schedule was reviewed.

Chairman Kirkpatrick discussed formulation of the annual letter sent to departments giving direction when they develop their 2018 budget. Departments will be instructed to budget for wage increases and a 9% increase in the cost of the health insurance premiums. Departments will then be instructed to reduce their budget request by 25%.

The Committee discussed the creation of the County Administrator position to supervisor the day to day operations. Funding the position was discussed.

The budget formulation schedule was discussed. Departments will be given additional time to present their 2018 budgets.

Clerk of Court Stacy Kleist addressed the Committee requesting approval for staff in her office to take five furlough days over the remainder of the year 2017 and that the reduction in work hours not affect benefit accruals and the County's share of the cost of health insurance premiums. Motion by Bellman, second by Marshall to present a resolution to the County Board for approval of the proposal. Motion carried.

Bob Bellman, Chairman of the UW-Richland Committee, reported that bids are currently being solicited for the replacement of the roof on the West side of Melvill Hall located on the UW-Richland. Funding for the project is being requested. The UW-Richland Committee will evaluate the bids when they meet on August 7th. A bid will be recommended to the Finance and Personnel Committee at a meeting to be held at 6:00 p.m. Tuesday, August 15th.

The next Finance and Personnel Committee meeting is scheduled for September 5th at 9:00 a.m.

Motion by Bellman, second by Marshall to adjourn. Motion carried. The meeting adjourned at 11:12 a.m.

Victor V. Vlasak
Richland County Clerk