

FINANCE AND PERSONNEL COMMITTEE

September 9, 2011

The Finance and Personnel Committee met on Friday, September 9, 2011, 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, Gaylord Deets, Walter Gust, and Betty Havlik. Ann Greenheck and Larry Wyman were absent.

Also present was: Victor Vlasak, County Clerk.

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 either mail or email to all Committee members, a copy was posted on the Courthouse Bulletin Board, a copy was faxed to The Richland Observer and a copy was sent by email to WRCO.

Motion by Deets, second by Gust to approve the agenda, as amended, with the addition of five agenda items. Motion carried.

Motion by Havlik, second by Deets to approve the printed copies of the minutes for the meeting held on August 30, 2011. Motion carried.

Zoning Administrator Michael Bindl presented the proposed 2012 expenditure budget and 2012 projected revenues for the Zoning Department. The reclassification of the two union positions in the department was discussed. While the reclassification costs are not reflected in the proposed expenditure budget, it was noted that revenues were increased in 2011 to cover the cost of the reclassifications. A late fee of \$15.00 is being proposed for people who do not return their pumping reports.

Matthew Filus presented proposed 2012 budget for the Surveyor. It was noted that funding is included in the Surveyor's proposed budget and in proposed 2012 Land Records budget to do an annual project on a township to verify section corners and place coordinates for the GIS system.

County Treasurer Julie Keller presented the proposed 2012 budget for her department. The cost of title work for tax delinquent parcels was discussed. Discussion took place regarding creating a stand alone, non-lapsing budget for the costs associated with taking tax deeds on tax delinquent parcels.

Julie Keller requested that a \$3,600.00 appropriation be made to cover the cost of title searches and advertising related to the tax delinquent parcels in the Town of Buena Vista which are under the ownership of the Citizens Bank of Green Bay. Motion by Havlik, second by Deets to wait until the end of the year to make an appropriation. Motion carried.

Burford Marshall, a member of the Fair Committee, addressed the Committee requesting approval for the holder of the temporary/casual/seasonal clerical position at the Fair to work up

to 100 hours beyond the 200 hours per year authorized in Resolution No. 11-50 to coordinate and enter data into the Fair Blue Ribbon Program. Motion by Clary, second by Gust to grant the request, retro active, and that the position be eliminated at the end of 2011. Motion carried.

Real Property Lister Paul Klawiter presented the proposed 2012 budget for the Land Information Grant. Accumulated funding is proposed to be used to address a web site software issue. Funding to address the issue is also being included in the proposed budgets for the Electronic Access Fees Fund and the Land Records Information Fund.

Child Support Administrator Shelly Brookens presented the proposed 2012 expenditure budget and projected revenues for the Child Support Agency. State Aid reductions were discussed.

Dorsey Ames, Revolving Loan Fund Committee Chairman, addressed the Committee presenting a recommendation from the Revolving Fund Committee that a \$45,000 loan from the Revolving Loan Fund be made to Stephen H. Ramirez (Garage Door Express, LLC). Motion by Clary, second by Gust to approve granting the loan subject to the following terms and conditions as recommended by the Revolving Loan Fund Committee. Motion carried.

- Seven year amortization;
- 3% interest rate;
- Purchase money security interest on truck and bob cat being acquired (County pays the vendors directly);
- Second mortgage on new commercial building being constructed, subordinate to the bank;
- Waiver in writing from the Wisconsin Economic Development Corporation releasing the County from the terms of its Revolving Loan Fund Manual as to the interest rate on the loan and the proposed jobs being created.

Larry Ward, Executive Director for the Southwestern Wisconsin Regional Planning Commission, presented the 2012 budget request for the Commission.

The Committee reviewed various proposed 2012 departmental budgets.

The Committee discussed the current situation where non-union employees are both contributing 10% toward the cost of health insurance premiums and paying one-half of the retirement costs while union employees are protected from paying one-half of the retirement costs until contracts expire December 31, 2011.

The Richland County Investments and Cash Trial Balance reports as of August 31, 2011 were reviewed.

Motion by Gust, second by Havlik to adjourn. Motion carried. The meeting adjourned at 11:54 a.m.

Victor V. Vlasak
Richland County Clerk