

## FINANCE AND PERSONNEL COMMITTEE

September 26, 2014

The Finance and Personnel Committee met on Friday, September 26, 2014, 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, Bob Bellman, Fred Clary, Tom Crofton, Gaylord Deets, Larry Sebranek and Lew Van Vliet.

Also present was: Victor Vlasak, County Clerk and Barb Scott, MIS Director.

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 mail or email to all Committee members, a copy was posted on the Courthouse Bulletin Board, a copy was faxed to The Richland Observer, a copy was emailed to WRCO and copies were emailed to all County Department Heads.

Motion by Bellman, second by Deets that the agenda be approved. Motion carried.

Highway Commissioner Jim Chitwood presented proposed changes in the structure of the Highway Department. The proposal included job title and wage rate changes as well as job descriptions for all of the department's positions. Chairman Kirkpatrick noted that the desire of the Committee is to put aside all requests for hourly rate changes until a wage analysis is conducted on all County positions.

Commissioner Chitwood presented the 2015 proposed budget for the Highway Department. The levy request is the same amount as approved in the 2014 budget. The proposed wage rate changes have been included in the proposed budget.

Motion by Bellman, second by Clary to recommend approval of the 2015 proposed budget and levy for the Highway Department, but to defer action on the request for payroll changes. Motion carried.

Clerk of Circuit Court Stacy Kleist presented a request to reclassify the Clerical Assistant II position in the Clerk of Court's office to that of Deputy Clerk. As a result of cross-training in the office, all of the employees are performing the same types of work at the same level of difficulty. No action was taken on the request.

Ms. Kleist and Judge Sharp presented the 2015 proposed expenditure budget and anticipated revenues for the Clerk of Circuit Court's office.

Register in Probate Sandy McNamer presented a proposal to reclassify the part-time clerical assistant position in the Probate office to that of a part-time Deputy Register in Probate. The request is being made because the clerical assistant is being trained to perform parts of the Register in Probate's duties. As the Deputy, this person could then serve in the absence of the Register in Probate. No action was taken on the request.

Zoning Administrator Mike Bindl presented the 2015 proposed expenditure budget and anticipated revenues for the Zoning Department.

Ag Agent Adam Hady presented the proposed 2015 Extension budget. The proposed budget includes salary and fringe costs for two full-time employees. The Recycling Grant no longer picks up a portion of the cost of the clerical position.

Symons Recreation Complex Director Denise Hanold presented the 2015 proposed budget for the Symons Recreation Complex. The proposed budget reflects increased utility costs. Hanold noted that the 27 year old boilers have a 75% efficiency rating. The estimated cost of replacement boilers is \$60,000.00. Funding would be available from the Symons Capital Improvement Fund. Hanold also noted that approval will be sought to trench in fiber across the campus. The fiber service would be provided by Genuine Telecom. The fiber would be trenched in across the campus land by the City Utilities. This would eliminate the need to purchase a replacement server for Symons.

Attorney Amy Forehand presented the 2015 proposed budget for the Child Support Agency. The proposed budget includes 70% of the salary and fringe costs for the Administrator's position. The remaining 30% of the salary and fringe costs for the position will be charged to the Corporation Counsel's budget. A proposal to increase the hours of the part-time position in the Agency from 18.5 hours per week to 23.5 hours per week was presented, but not approved.

Emergency Medical Services Director Darin Gudgeon presented the 2015 proposed budget for the Ambulance Service. Staffing issues were discussed. Gudgeon noted that the potential contract with the municipalities would require the hiring of four full-time medics. The contract would serve as a bridge until the municipalities can form their own district to provide ambulance services.

Motion by Crofton, second by Bellman to adjourn for lunch at 12:19 p.m. Motion carried.

Chairman Kirkpatrick called the meeting to order at 1:13 p.m.

NHS Executive Director Terry Testolin, Barry Ziegahn, Patrick Hagen, Linda Gentes and Gary Hardy each addressed the Committee. Mr. Ziegahn indicated that a problem has developed in the partnership. Outside funders of NHS look at the partnership that was developed 31 years ago and are disappointed because of the partners funding levels in NHS. This year the enterprise grant was limited due to the lack of matching dollars from local partners. The 2015 levy request for Neighborhood Housing Services from the County is \$25,000.00.

Barb Scott presented cost estimates for the purchase and installation of the server system. Of the 24 servers throughout County departments, all but two could eventually be replaced by this central server and storage system. Information on possible funding sources for the purchase will be looked into.

Budgets for the County Clerk's office, data processing, etc. were reviewed by the Committee.

Motion by Bellman, second by Clary to adjourn. The meeting adjourned at 3:15 p.m.

Victor V. Vlasak  
Richland County Clerk