

FINANCE AND PERSONNEL COMMITTEE

September 25, 2015

The Finance and Personnel Committee met on Friday, September 25, 2015, 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.

Finance and Personnel 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.

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 and to each County Department Head, a copy was posted on the Courthouse Bulletin Board and the County web site, a copy was faxed to The Richland Observer and a copy was emailed to WRCO.

Motion by Van Vliet, second by Bellman to approve the amended agenda. Motion carried.

Kathy Cianci, Administrator and Angie Alexander, Director of Nursing, presented the proposed 2016 Pine Valley budget. The levy request remains \$243,609.00.

Chris Glasbrenner, Pine Valley Human Resources Director, presented the proposed reorganization of the Pine Valley Laundry/Housekeeping Department. The proposal is to eliminate the vacant Housekeeping Supervisor position; create the new position of Lead Housekeeper at Grade 11 in the grade system and appoint Valerie Deckert to the position; and reclassify the Maintenance Supervisor position held by Steve Alexander from Grade 20 in the salary plan to Grade 21 in the plan. Both Deckert and Alexander would be paid at the 18 month rate for their respective positions at the start of the first pay period after January 1, 2016. Job descriptions for the new Housekeeping Supervisor position and the reclassified Maintenance Supervisor position were presented. Motion by Sebranek, second by Crofton to approve the restructuring and the job descriptions. Motion carried.

Sheriff Bindl and Road Patrol Lieutenant Bob Frank presented the proposed 2016 budget for the Sheriff's Department. No action was taken on the Chief Deputy and Road Patrol Lieutenant salaries.

Dean Patrick Hagen and Assistant Dean Dundee McNair presented the proposed 2016 budget for the UW-Richland Outlay. The request is for \$178,835, \$100,000 of which is for two entrance/exit canopy at the Wallace Student Center for protection from falling ice. Additional funds are also being requested because of insurance premium increases. The Committee approved a budget of \$63,000.

Agriculture Agent Adam Hady presented the proposed 2016 budget for the UW-Extension office. The proposed budget contains funding for four agents for 2016.

County Conservationist Cathy Cooper presented the proposed 2016 budget for County Parks. A levy of \$40,000.00 was approved by the Committee.

Cooper presented the proposed budgets for the Land Conservation Department and Planner Technician. Also presented was a proposed fee for landowners participating in Farmland Preservation who fail to submit the self-compliance letter by the deadline. The decision on the proposed fee will be left up to the Land Conservation Committee.

Amy Forehand, Administrator of the Child Support Agency, presented the proposed 2016 budget for that department. Included in the proposed budget are the additional salary and fringe costs to increase the part-time Clerical Assistant position in the Agency from 17.5 hours per week to 20.5 hours per week. Cooperative Agreements are in place with the Sheriff and Clerk of Court to get reimbursement from the State when those departments are working on child support cases. Motion by Crofton, second by Sebranek to approve the additional hours for the part-time clerical Assistant position. Motion carried.

Veteran Service Officer Karen Knock presented the proposed 2016 budget for her department. Knock reviewed changes in the State grant which limit reimbursement for salary and fringe costs in 2016.

Emergency Management Director Darin Gudgeon presented the proposed 2016 budget for his department.

The Committee reviewed the proposed 2016 budget for the County Board. Motion by Deets, second by Sebranek to forward to the Rules and Resolutions Committee discussion on the portion of County Board minutes to be published. Motion carried.

The Committee reviewed remaining expenditure and revenue budget line items.

The Clerk reported that notification has been received that an upgrade is needed to the County's AS 400 computer in the County Clerk's office from level V6T1 to V7R2. The cost of the upgrade is \$4,991.77. This cost includes the actual upgrade and the cost of professional services and travel costs of the upgrade, which is to be performed onsite. Motion by Van Vliet, second by Crofton to approve the expenditure for the Computer Outlay Fund. Motion carried.

Motion by Clary, second by Bellman to adjourn. Motion carried. The meeting adjourned at 1:37 p.m.

Victor V. Vlasak
Richland County Clerk