

Port Washington, Wisconsin
October 2, 2008

Administrative Committee – Budget Meeting in Room 118 of the Administration Center.

Committee Members: Supervisors Cronce, Schlenvogt, Becker, Stern and Dean (1:10pm)

Staff Present: County Administrator Meaux, Assistant County Administrator Dzwinel, Finance Director Lamb, Financial Systems Analyst Brandner and Employee Services Specialist Sauer

Others Present: County Board Chairperson Brooks, Supervisors Klemz, Hertz, Bock and Callen.

Chairperson Cronce called the meeting to order at 8:02 am

Motion made by Supervisor Becker, seconded by Supervisor Stern to adopt the agenda as presented. All members present voting aye. Motion carried (4-0)

Director Madlom and Administrative Services Coordinator Fay presented the Public Health budget, which includes the elimination of numerous positions, including a part-time nurse, health screening technician and public health interns. It also assumes the Assistant Director position going from full-time (1950 hrs/yr) to part-time (1170 hrs/yr) and an Office Assistant position being transferred to Human Services. Discussion regarding the personnel changes and the impact it will have on the department. Supervisor Klemz requested the committee consider restoring funds for the public health nurse, bioterrorism project assistant, a part-time office assistant and increasing the hours for the assistant director to 1560 hrs/yr for a total of \$78,600.

Director Haupt, Fiscal Manager Conners, and Fiscal Services Coordinator Mueller presented the Human Services budget, which includes the elimination of vacant positions and an increase in hours for managers from 1950 to 2080 annually . Discussion regarding the transition to Family Care, Harmony software implementation and the costs associated with placements at Winnebago.

Coroner Holicek presented the Coroner's budget which assumes an increase for the deputy coroners and an increase in mileage reimbursement.

9:55am Supervisor Walker joined the meeting

10:03am Supervisors Leider and Walerstein joined the meeting

District Attorney Sandy Williams reviewed the District Attorney budget noting that the core is salaries. Two positions are reimbursed by the state; reimbursement varies year to year but averages 75%. After evaluation of the office workload, she is requesting the committee consider an additional part-time law clerk and paralegal for her department.

Clerk of Courts Schmidt presented the Clerk of Courts budget. The budget assumes the elimination of a law clerk and an upgrade for the Family Court Commissioner. It also includes the elimination of a court reporter; Clerk of Courts Schmidt is requesting a four-month extension on this position to ensure the transition to a recording device goes smoothly. The extension will be budget neutral as it also assumes an increase in revenues.

Deputy Emergency Management Coordinator Fitzgerald and Sheriff Straub gave overview of the Emergency Management budget noting that the large drop in levy is due to the delay of filling the Emergency Management Director position until July 1st. Supervisor Walerstein discussed the rescue boat fuel cost; the City of Port Washington donates the slip and fuel in addition to providing \$10,000.

Sheriff Straub, Captains Guss & Ebert, and Business Manager Nelson presented the Sheriff's budget which assumes the addition of two new deputies, hiring one on 1/1/09 & the other 10/1/09, and taking over 911 & EM Director on 7/1/09. Also includes an increase in jail revenue.

1:10pm Supervisors Rothstein, Dohrwardt and Dean joined the meeting

Commissioner Dreblow and Building Superintendents Behlen and Hicks presented overview of the Facilities Management budget noting the increase in utilities. Supervisor Becker questioned the amount budgeted for electricity at the Justice Center; Superintendent Behlen responded that the increase is not as substantial due to We Energies estimating high in 2008. Heating and electricity costs were increased by 18% at the Administration Center. Chairperson Brooks questioned the increase in highway grounds maintenance at the Justice Center; Commissioner Dreblow stated there is a water problem in the parking lot and the plan is to install drain tile for a cost of \$10,000. Discussion regarding the new parking lot at the Administration Center, and current lease with Poole Funeral Home. Commissioner Dreblow informed the Committee that he is unable to estimate the number of additional parking spots that will be made available with the new parking lot on the old jail site until the city's requirements are known. The goal is to create enough parking so the County would no longer have to rent spaces. However, the rented land may extend into the parking lot entrance, and the County could lose access to the lot from the East entrance without securing an agreement from the owner.

1:45pm Supervisor Uselding joined meeting

Director Struck presented the Parks and Golf Courses budget noting the increase in utilities and fuel. County Administrator Meaux discussed the personnel changes assumed in the budget which include the elimination of an Office Assistant Position and the Greenskeepers becoming Superintendents to reduce overtime. Supervisor Dean questioned privatizing maintenance. Director Struck stated that privatizing is an available service but the decision requires a detailed study due to the location of the County's two courses, and the ancillary work that is done in the County Parks by Golf staff. Supervisor Dean questioned how much fees would increase for 2009 and the policy for reviewing fees. Director Struck stated the fees are comparable to other like courses and that the fee structure is not looked at until the current season ends; the budget is based on the current fees along with anticipation of new golfers.

Commissioner Dreblow and Office Manager Pam Keller presented the Highway budget. The budget assumes a significant increase in tax levy to complete all scheduled maintenance in 2009, equipment purchases have been scaled back.

Commissioner Dreblow presented the Transit Services budget noting the increase in fuel cost; hours of service for taxi and bus were kept the same, however operating costs will increase. The budget assumes the elimination of the Transit Program Supervisor position. Commissioner Dreblow reviewed the festival bus service and costs associated for operating it. Commissioner

Dreblow is requesting the committee consider eliminating all festival service except Summerfest, for a total savings of approximately \$19,000 and use this savings to reinstate the Program Supervisor position and eliminate the part-time office position.

The Committee reviewed and considered the following budget requests:

Supervisor Dean motioned to eliminate \$8,000 budgeted for rental of parking spaces from the Administration Center Facilities budget. Supervisor Becker seconded. Discussion, regarding cost and loss of access to parking lot. The majority of members not voting aye. Motion failed (2-3). Stern, Schlenvogt and Cronce opposed.

Supervisor Dean motioned that subject to Corporation Counsel Kenealy's approval, the County should eliminate the county board mileage expense in 2009, for a savings of \$13,000. Motion failed due to lack of second.

Supervisor Schlenvogt motioned to reduce the Eastern Shores Library System levy by \$1,959. Supervisor Stern seconded. Discussion. All members present voting aye. Motion carried (5-0)

Supervisor Becker motioned to remove from consideration the down payment of \$1 million from general fund reserves on the construction of the Lasata Assisted Living Facility. Supervisor Stern seconded. Discussion. The majority of members voting aye. Motion carried (4-1). Dean opposed.

Supervisor Becker motioned to remove from consideration reinstating the Family Living Educator position. Supervisor Dean seconded. Discussion. The majority of members voting aye. Motion carried (4-1). Schlenvogt opposed.

Supervisor Dean motioned to eliminate \$46,000 from the Human Services budget, these monies are comprised of the additional 'bottle of water' allocation approved during the 2008 budget process. Motion failed for lack of second.

Supervisor Dean motioned to deny all four personnel requests from Public Health. Supervisor Becker seconded. Discussion. Supervisor Schlenvogt called the question. Supervisor Dean seconded. Motion carried (5-0) Vote taken on original motion. All members present voting aye. Motion carried (5-0)

Supervisor Becker motioned to look at outsourcing Lasata dietary. Motion withdrawn. Supervisor Becker motioned to anticipate a \$50,000 savings either through negotiations or outsourcing Lasata dietary. Supervisor Schlenvogt seconded. Discussion. All members present voting aye. Motion carried (5-0)

Supervisor Becker motioned to remove the festival bus service except Summerfest. Supervisor Stern seconded. Discussion. All members present voting aye. Motion carried (5-0)

Supervisor Stern motioned to remove from consideration the change in hours for the Sanitation Inspector in PRLM. Supervisor Becker seconded. Discussion. All members present voting aye. Motion carried (5-0)

Supervisor Dean motioned to save \$50,000 by putting a one-year freeze on non-essential conferences & meetings. Supervisor Becker seconded. Discussion on how it would be

implemented. Supervisor Dean amended motion to cut \$50,000 from the entire conference and meetings budget and move \$90,000 to the DOA budget and have the County Administrator or designee approve conferences. Supervisor Becker seconded. Discussion on drafting a resolution to outline the process. Motion withdrawn. Supervisor Dean motioned to take \$50,000 from general fund reserves and apply to tax levy relief with the understanding that it would be used to reimburse through freeze on non-essential travel and conferences & meetings, contingent upon the Administrative Committee passing a resolution. Motion withdrawn. Discussion on drafting a resolution stating that all non-essential conferences, meetings, training, and seminars will be subject to County Administrator's approval.

Supervisor Becker motioned to remove from consideration reinstating the Transit Program Supervisor. Supervisor Stern seconded. All members present voting aye. Motion carried (5-0)

Supervisor Dean motioned to add \$500 postage to Veterans budget. Motion withdrawn.

Supervisor Stern motioned to remove from consideration a 20% reduction the the County grants to organizations. Supervisor Becker seconded. Discussion. The majority of members voting aye. Motion carried (4-1). Dean opposed.

Supervisor Stern motioned to approve a \$20,000 increase in Professional Services to hire a consultant to audit technology or other efficiencies in departments. Supervisor Schlenvogt seconded. Discussion. Motion withdrawn.

Supervisor Schlenvogt motioned to remove from consideration the addition of a part-time Paralegal in the District Attorney's office. Supervisor Stern seconded. Discussion. All members present voting aye. Motion carried (5-0)

Supervisor Becker motioned to increase the health insurance reserves to the amount allowed by the State levy limit. Supervisor Stern seconded. Discussion. All members present voting aye. Motion carried (5-0)

Supervisor Becker motioned to adopt the revised 2009 budget. Supervisor Schlenvogt seconded. Discussion. The majority of members voting aye. Motion carried (4-1). Dean opposed.

Motion made by Supervisor Stern, seconded by Supervisor Becker to adjourn. All members present voting aye. Motion carried (5-0). Meeting adjourned at 6:37pm.