

Finance Committee Regular Meeting
Minutes of the September 9, 2014

Dodge County Finance Committee Chairman, Dave Frohling called the Finance Committee meeting to order at 7:30 a.m. on Tuesday September 9, 2014 in Room H & I – Auditorium of the Administration Building. Chairman Frohling took roll and the following members were present: Frohling, Schaefer, Adelmeyer, Gohr and Uttke.

Also present: County Board Chairman Russ Kottke, Supervisors Roger Mattson, Chester Caine, Dennis Schmidt, and Thomas Nickel. Others include Mielke, Kolp, Scott Smith, Janet Wimmer, Karen Gibson, Russ Freber, Mary Kay Westimayer, Phil McAleer, Amy Nehls, Joe Meagher, Lifke, Joanne Tyjeski, Helen Glewen, Becky Glewen, Thomas Dugolenski, Cheryll Thompson, Ron Thompson, David Saniter, and Annette Kamps.

Julie Kolp, Finance Director certified the public notice given for this meeting complies with the requirements of Wisconsin's open meetings law.

Becky Glewen appeared for Public Comment. Glewen complimented the county on its historic use of Sales Tax dollars and asked committee members to consider projects beyond public services. Glewen requested consideration for projects that promote community, tourism and/or business growth. A proposal was presented to committee members to dedicate \$1.1 million Sales and Use Tax dollars to Dodge County Community building projects. The projects and amounts suggested were:

- \$500,000 Beaver Dam Community Theatre
- \$300,000 Walking/Biking trail connecting Mayville to Horicon Marsh
- \$300,000 Beaver Dam Community Center

They also requested future consideration for community centers, maintaining buildings, community park projects, community tennis courts/baseball diamonds and schools.

Motion by Schaefer and 2nd by Gohr to allow the chair to deviate from the agenda at his discretion.
Motion Carried.

Motion by Adelmeyer and 2nd by Uttke to approve August 12, 2014 regular committee meeting minutes as presented. Motion Carried.

Resolution No. 14-37 – Financial Plan for 2015 Dodge County Budget was presented. Jim Mielke, Administrator reviewed the application of Sales and Use Tax proceeds and accumulated Sales Tax Fund Balance in the Financial Plan for 2015's Budget. Mielke proposed using a total of \$5,622,765 of from County Sales and Use Tax proceeds and Sales Tax Fund balance. Scott Smith, Chief Deputy Sheriff provided information on the Communication Center Hardware/Software Upgrade. According to Smith, the current system will be obsolete beginning 2015. The manufacturer for the current system will no longer provide support in 2015. The system under consideration would allow 911 text and video which addresses all communication tools used by the public.

Janet Wimmer, Human Services and Health Director, reviewed Human Services and Health's (HHS) current budget and how it will affect 2015's budgeting process. According to Wimmer, HHS's is over budget due to increased hospitalization cost for emergency detention of children and adults with mental illness and health care needs. HHS will be addressing these increased needs with diversion staff availability 24/7. Out-of-home care facilities are costly and not always the most appropriate response to the needs of the individual. HHS will be actively evaluating cases to ensure only necessary cases are sent to out-of-home care facilities. HHS will also be receiving a TAP Grant for \$500,000 over the next 5 years to help fund county mental illness needs. There have also been situations of billing delays which made the awareness of increased cost difficult to detect. HHS will also look for ways to improve this for 2015.

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The meeting continued as a joint meeting with the Finance and Building Committees. Russ Freber, Physical Facilities Director presented information on the Vapor Barrier project at the Administration Building. Surveyors went from room to room to evaluate areas affecting the outside stone. They discovered holes in the ceilings that were never sealed off. This causes the outside stone to be exposed to condensation that occurs in the ceiling area during temperature changes. Options for repair were presented in floor increments or all at once. The contractor hasn't decided on how to address the many different scenarios so final proposal hasn't been received but is estimating \$600,000 or more with a contingency. The Building Committee recommended addressing the entire building in a single project and discouraged piece work. Building Committee requested \$300,000 of Sales and Use Tax to fund the first part of this project in 2015 and finish up in 2016.

Freber also addressed the need to replace the air conditioner at Henry Dodge Office Building (HDOB). There was discussion to remove the air conditioner from the 2015 Financial Plan to allow more Sales and Use Tax for the Vapor Barrier project. According to Freber, there's an ongoing problem with the pump and motor capacitor and initial estimates to repair these were \$80,000 to \$200,000. Based on the repair cost and potential savings, the Building Committee would like to keep the air conditioner in the Financial Plan.

Amy Nehls, Emergency Management Director provided information on the Simulcast project listed in the Financial Plan. Phase II of the Simulcast project consists of 3 channels with the fire and law enforcement channels being funded partially by a matching grant and the DOSO3 channel which will provide better county coverage being funded completely by the county.

Committee member continued to question the need of a vehicle/evidence storage facility for Sheriff. It was decided to leave it as part of the Financial Plan, however if other alternatives become available, they will be considered.

Motion by Schaefer and 2nd by Adelmeyer to apply \$4,322,765 of Sales and Use Tax and \$1,300,000 of accumulated Sales Tax Fund Balance to 2015's Budget. Motion Carried 4-1. Gohr opposed.

Resolution No. 14-36 Capital Improvement Projects for 2015-2019 was presented. Mielke discussed phase I, part 2 of Highway's CTH C and CTH V reconstruction project. Mielke informed committee members of Land, Resources and Parks (LRP) 2015 feasibility study on the Gold Star Memorial Trail from Mayville to the Horicon Marsh. This will impact LRP's 2016 request for Gold Star Memorial Trail funding. LRP's request for 2015 included land acquisition at Ledge Park and Wild Goose Trail resurfacing. Emergency Management is rotating out a vehicle which will go to Land Conservation. Land Conservation's truck request will be removed. Physical Facilities included a storage facility at HDOB for HHS van storage. Motion by Uttke and 2nd by Schaefer to recommend Resolution No. 14-36 with Land Conservation's truck removed and application of not-to-exceed \$750,000 of Unassigned General Fund Balance be brought before the Dodge County Board of Supervisors at the September 16th session. Motion Carried 4-1. Gohr opposed.

Mielke reviewed the Property Equalized Valuation Report. The numbers have been finalized and remain the same as presented at the August meeting. According to Mielke, 2015's Equalized Value reduced by Tax Increment District (TID) is \$5,764,589,000; a 2.47% increase from 2014's Equalized Value. The resulting tax levy would be \$32,076,321. Mielke proposed using additional levy capacity of \$450,000 for a total tax levy of \$32,526,321; a 5.642 mill rate for 2015 opposed to the 2014 mill rate of 5.702.

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Smith discussed the 2015 Jail Improvement budget request. Projects that were budgeted are the security system, generator and air conditioner. This was presented to committee members for awareness.

The County Treasurer provided committee members copies of July 2014's report of working cash account and August 2014's county investment holdings for review.

The monthly county and quarterly state sales tax remittance reports were reviewed. August 2014's remittance for June was \$672,406 compared to \$552,835 from the same period in 2013. The fiscal year remittance to date is \$3,951,222 compared to \$3,562,840 the same time period in 2013.


Kolp presented a Kronos update. According to Kolp, Kronos is moving forward. September 20th the first group will go live. This includes Finance, Human Resources, Information Technology and Administrator. It's been realized that Clearview will need the Advance Scheduler module and a consultant will be needed to assist with the setup. This may change Clearview's implementation date. Sheriff is moving forward with Telestaff scheduler and things are going well for them.

Next regular meeting is scheduled for Wednesday, October 15, 2014 at 7:30 a.m. in Room H & I - Auditorium on the 1st floor of the Dodge County Administration Building.

The Preliminary Budget Review meeting is scheduled for Tuesday, October 28, 2014 at 6:00 p.m. in Room H & I - Auditorium on the 1st floor of the Dodge County Administration Building.

Mielke updated committee members on the 2015 Budget status. Budgets are due September 10th. Estimates on how 2014 will end and the Health Insurance rates are not available at this time.

With no other business on the agenda, Chairman Frohling declared the meeting adjourned at 10:50 a.m.


Gerald Adelmeyer,

Secretary