

Finance Committee Regular Meeting
Minutes of the September 10, 2013

Dodge County Finance Committee Chairman, Dave Frohling called the Finance Committee meeting to order at 7:30 a.m. on Tuesday September 10, 2013 in Room H & I – Auditorium of the Administration Building. Chairman Frohling took roll and the following members were present: Frohling, Borchardt, Schaefer, and Gohr. Adelmeyer was excused.

Also present: Mielke, Kolp, Karen Gibson, Russ Freber, Joe Rains, Scott Smith and Lifke.

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

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

Motion by Borchardt and 2nd by Schaefer to approve August 13, 2013 regular committee meeting minutes as presented. Motion Carried.

Chief Deputy Scott Smith presented information on the Jail Facility fiber ring repair and upgrade. According to Smith, there's a problem with connectivity within the main jail facility and it affects security throughout the entire jail. Repair cost for every time it goes down range from \$300-\$800. This repair and upgrade will prevent damage to the fiber switch and breaks in the security electronic system. Motion by Borchardt and 2nd by Schaefer to approve the repair and upgrade to the Jail Facility security electronics for \$3,245 from BU 1326 – Jail Improvement Fund and authorize payment of vouchers when they are received. Motion Carried.

Russ Freber, Physical Facilities Director present information regarding repair to the Detention Facility Sally Port floor. According to Freber, the concrete is deteriorating due to salt from vehicles. Door 7 and the kitchen floor at the jail had a similar problem and a urethane top coat was used to prevent further deterioration for these areas. The coating is working well for both of these areas. Motion by Schaefer and 2nd by Gohr to approve appropriation of \$36,878.40 of Jail Improvement Funds to repair the Detention Facility Sally Port floor and authorize payment of vouchers when received. Motion Carried.

Smith presented information to request the purchase of 3 lightbars 4 pushbumpers and mounts and 4 vehicle partitions. According to Smith, these were budgeted. Motion by Borchardt and 2nd by Schaefer to approve the purchase request of 3 lightbars for \$4,785, 4 pushbumpers and mounts for \$3,177.44 and 4 vehicle partitions for \$4,048.80 for the Sheriff's Department from General Communications. Motion Carried.

Karen Gibson, County Clerk presented information on the 2014 Plat Book. Currently, there are 29 books left. The new books will be available January 2014. Gibson suggested a cost of \$30, which includes sales tax. They are currently \$27, including sales tax. Westphal Printing will be printing the book for \$6,687. Motion by Borchardt and 2nd by Gohr to set the price for the new 2014 Dodge County Plat Book at \$30. Motion Carried.

The County Treasurer provided committee members copies of July 2013's report of working cash account and August 2013's county investment holdings for review.

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The County Treasurer provided committee members with the Human Service North Project Note Proceeds Maturity Expiration from August 2013's Ehler's Investment Report. As notes mature, proceeds transferred to the State Pool account.

The monthly reports on county and state sales tax remittance were reviewed. August 2013's remittance for June was \$552,835 compared to \$525,156 from the same period in 2012. The fiscal year remittance to date is \$3,562,840 compared to \$2,499,612.78 the same time period in 2012.

Resolution No. 13- 26 – Financial Plan for 2014 Dodge County Budget was presented. Mielke reviewed the Financial Plan for Sales and Use Tax proceeds and accumulated Sales Tax Fund Balance in 2014's Budget. Mielke proposed using \$5,921,200 of County Sales and Use Tax proceeds to fund Debt Service principal, some Highway rehabilitation and resurfacing projects, Astico Park reconfiguration, Wild Goose Trail resurfacing and Henry Dodge Roof replacement. Bids for the roof replacement were opened in August and a solid number with 15% contingency should be available for 2014 budgeting. It was recommended by a consultant to replace the entire roof at once opposed to doing it in 3 sections. Motion by Schaefer and 2nd by Borchardt to apply \$4,279,965 of Sales and Use Tax and \$1,800,000 of accumulated Sales Tax Fund Balance to 2014's Budget. Motion Carried.

Patti Hilker, Treasurer presented the Historical Changes of Tax Collections, Tax Certificates and Tax Deeds. Tax collections are down for 2013 and the balance of certificates and deeds has increased for the year. According to Hilker, Theresa Station was taken by the county and contributed to the increase of deeds however there's an interested party so it's most likely it'll be sold. The Taxation Committee has been very proactive in selling Tax Deed properties.

Resolution No. 13- 25 – Capital Improvement Program 2014 – 2018 was presented. Jim Mielke, Administrator discussed updates made to the Capital Improvement Program presented at August's County Board meeting. Motion by Schaefer and 2nd by Borchardt to recommend Resolution No. 13- 25 be brought before the Dodge County Board of Supervisors at the September 17, 2013 session. Motion Carried.

Julie Kolp, Finance Director presented the "What if" Preliminary Equalized Value worksheet. According to Kolp, the \$5.684 Net County Property Tax Rate (per thousand) is based on the equalized valuation reduced by Tax Incremental District (TID). To maintain the same tax rate as 2013, there would be a \$35,219 reduction in tax levy. To maintain the same levy as 2013, there will need to be a \$0.006 increase in tax rate. Committee members were reminded that the tax levy determined for budget year 2014 will be the base tax levy for budget year 2015. There was consensus by committee members to increase the tax rate to \$5.684 and leave the levy at \$31,976,321.

Mielke discussed 2012's Promissory Note redemption statement. According to Mielke, the earliest the notes can be pre-paid is September 1, 2015.

Mielke continued with discussion on 2014's Budget. Budgets have been delayed for valid reasons. Once budgets are all in, Jim will meet with department heads and determine where adjustments need to be made. Items under consideration are:

- Increasing County Board per diems. This will be determined at October's County Board meeting.

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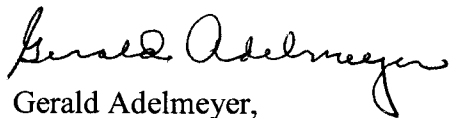
- Resolution for September's County Board meeting to continue the Post-Employment Health Plan (PEHP) until December 2015.
- Human Resource Committee's discussion on Health Insurance options. There's a high probability a deductible plan of \$500 single/ \$1,000 family will be considered. Action will need to be taken at September's County Board meeting if a deductible plan is implemented.

To have books available for County Board members on October 15th, printing would need to begin by October 10th. Due to time restrictions, Mielke suggested a Special Finance Committee meet prior to the October 8th regular committee meeting to discuss the budget and potential for adjustments. A single item special Finance Committee meeting is scheduled for Monday September 30, 2013 at 7:30 in Room H & I on the 1st floor of the Dodge County Administration Building to discuss 2014's budget.

Strategic Planning and Financial Planning Model was discussed. On October 2, 2013, Supervisor Donna Maly, Mielke, and Kolp will be attending a Lean Government conference. Mielke anticipates this will dovetail into the formation of a strategic planning model. According to Mielke, there are state dollars available for lean initiatives and Dodge County plans to apply for them.

Next regular meeting is scheduled for Tuesday, October 8, 2013 at 7:30 a.m. in Room H & I - Auditorium on the 1st floor of the Dodge County Administration Building.

With no other business on the agenda, Chairman Frohling declared the meeting adjourned at 9:04 a.m.



Gerald Adelmeyer,
Secretary