

Jefferson County
Finance Committee Minutes
September 12, 2011

Committee members: Braughler, James B.
Jones, Richard C.
Mode, Jim
Molinaro, John
Rogers, Pamela (Chair)

1. **Call to Order** – Pam Rogers called the meeting to order at 8:30 a.m.
2. **Roll Call (establish a quorum)** - All committee members were present. Additional County Board Supervisor present was Mike Burow. Staff members present were Dave Ehlinger, Gary Petre, Phil Ristow and Tammy Worzalla.
3. **Certification of compliance with the Open Meetings Law** – Gary Petre certified that the meeting was in compliance of the Open Meetings Law for the State of Wisconsin.
4. **Review of the agenda** – No changes to the agenda were requested.
5. **Citizen comments** – None
6. **Approval of Finance Committee minutes for September 8, 2011** – The minutes are not available at this time. This agenda item will be moved to a future meeting for approval.
7. **Review budget hearing schedule and possible budget updates** – Gary Petre directed the Finance Committee members to the budget hearing schedule in their budget book for review.
8. **Presentation of budget overview by County Administrator** – Gary Petre presented an overview of his recommended budget for 2012. The recommended budget meets the State imposed tax levy limit, has a 0% levy increase, and would result in 1.8% increase in the mill rate due to a drop in the Equalized Value of property in the County.
9. **Budget hearings for 2012** – The Finance Committee considered the recommended budgets for each department listed below and motions were made to tentatively accept the recommended budget figures for each department, unless otherwise noted. *[The format for each department lists (i) budget presenters in addition to Gary Petre, (ii) any other information specific to the department budget, (iii) who moved/seconded to tentatively accept the recommended budget figure, unless otherwise noted, along with the amount, and (iv) the voting record.]*
 - a. **Management Information Services (MIS)**
 - i. John Rabeth, Roland Welsch
 - ii. No additional motions / information
 - iii. Motion by Jones/Mode at \$1,056,421 [allocated to all other departments]
 - iv. Motion passed 5-0.
 - b. **County Board**
 - i. John Molinaro
 - ii. Jill Ottow from the Jefferson Literacy Council expressed her gratitude for the contribution to the Jefferson Literacy Council and a brief summary of how these funds are used to help the citizens of Jefferson County.

- iii. Motion by Braughler/Mode at \$391,586
- iv. Motion passed 5-0.
- c. County Administrator**
 - i. Gary Petre
 - ii. No additional motions/information
 - iii. Motion by Molinaro/Jones at \$230,310
 - iv. Motion passed 5-0.
- d. Finance**
 - i. Dave Ehlinger
 - ii. No additional motions/information
 - iii. Motion by Mode/Braughler at \$411,265
 - iv. Motion passed 5-0.
- e. County Treasurer**
 - i. Gary Petre
 - ii. No additional motions/information
 - iii. Motion by Jones/Mode at (\$752,315) surplus
 - iv. Motion passed 5-0.
- g. Central Services**
 - i. Mark Miller
 - ii. Mode suggested increasing the budget for the Sheriff parking garage / Courthouse parking lot repairs from \$106,043 to \$226,356 due to updated estimate being received from GMA Engineers.
 - iii. Motion by Mode/Jones at \$986,846
 - iv. Motion passed 5-0.
- i. Land Information**
 - i. Andy Erdman
 - ii. No additional motions/information
 - iii. Motion by Molinaro/Mode at \$363,613
 - iv. Motion passed 5-0.
- h. Register of Deeds**
 - i. Staci Hoffman
 - ii. No additional motions/information
 - iii. Motion by Jones/Molinaro at (\$209,267) surplus
 - iv. Motion passed 5-0.
- f. Health Department**
 - i. Gail Scott and Sandee Schunk
 - ii. Motion by Mode/Molinaro to add a LPN position for the Rock River Free Clinic to the recommended budget in a new business unit. This will be a County employee which will be 100% reimbursed by the Rock River Free Clinic for wages and benefits in the amount of \$55,809. Motion passed 5-0.
 - iii. Motion by Molinaro/Jones at \$829,497
 - iv. Motion passed 5-0.

10. **Set future meeting schedule, next meeting date, and possible agenda items** – Dave Ehlinger brought to the Finance Committee’s attention a future agenda item. Clifton Gunderson has sent their proposal for audit services for the committee to review. This has been added to the September 19th meeting.

11. **Adjourn** – A motion was made at 10:32 a.m. to adjourn by Mode/Jones. The motion passed 5-0.

Respectfully submitted,

Jim Braugher
Finance Committee Secretary
Jefferson County

/tlw