

Jefferson County  
Finance Committee Minutes  
September 18, 2013

Committee members: Braugher, James  
Hanneman, Jennifer, Secretary  
Jones, Dick, Chair  
Mode, Jim, Vice Chair  
Molinaro, John

1. **Call to Order** – Dick Jones called the meeting to order at 8:30 a.m.
2. **Roll Call (establish a quorum)** - All committee members, with the exception of Jim Mode – excused, were present. Staff members present were Ben Wehmeier, Brian Lamers, Tammy Worzalla, Tammie Jaeger, David Diestler, Amy Cielinski, Phil Ristow, Bill Kern, and Barbara Frank. Others present were Lydia Statz – Reporter, Jefferson Daily Union; Steve Sharp – Reporter, Watertown Daily Times.
3. **Certification of compliance with the Open Meetings Law** – Ben Wehmeier 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. **Communications**
  - 1% Requested Reduction
  - Out-of-state travel request from Fair Park
  - Information and Analysis of Equalized Value and New Construction on Taxes- Example
  - Revised Dental Resolution
7. **Review and possible approval to send resolution to the County Board to extend the administrative services contract for dental insurance program through 12/31/2016**

A draft resolution was provided for the committee to review. Motion by Molinaro/Hanneman to forward the resolution to the County Board for their consideration. Motion passed 4-0.
8. **Review and possible approval of out-of-state travel for Fair Park employee**

Ben Wehmeier explained that Amy Cielinski received a grant which covers a portion of the expenses to attend the National Fair Convention. David Diestler explained that he has money in the budget to cover the balance.

Motion by Hanneman/Braugher to approve the out-of-state travel request for Amy Cielinski to attend the National Fair Convention. Motion passed 4-0.
9. **Review budget hearing schedule and possible budget updates.**- No updates to the budget.

**10. Budget hearings for 2014** – 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 Ben Wehmeier, (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. Organization and possible updates to any department budget.**

**b. Outstanding Department Budgets**

Updated Department Budget Summaries included: Clerk of Courts, Register of Deeds, Fair Park, Finance, UW Extension and the Parks Department. Ben provided additional information and clarification on the recommended 2014 budget.

**c. General Revenues**

- i. Ben Wehmeier
- ii. No additional motions/information
- iii. Motion by Jones/Hanneman to reduce the Utility Shared Revenues for \$16,286 to reflect the 2014 estimates and reduce the same amount out of the Contingency total and reduce the Fund Balance Applied for \$900,000 which will reduce the anticipated carryover.
- iv. Motion passed 4-0.

**d. Debt Service**

- i. Ben Wehmeier
- ii. No additional motions/information
- iii. None
- iv. No additional motion

**e. Capital Projects**

- i. Ben Wehmeier
- ii. No additional motions/information
- iii. Motion by Jones/Hanneman to reduce the Capital-Buildings for \$900,000 to reduce the amount needed for the funding for the Highway Facilities in 2014.
- iv. Motion passed 4-0.

**f. Fund Balance Policy**

- i. Ben Wehmeier
- ii. No additional information
- iii. Motion by Molinaro/Hanneman to approve the Fund Balance as presented.
- iv. Motion passed 4-0.

**g. Set Tax Levy for 2014**

Motion made by Molinaro/Hanneman to approve the following:

I. Set the total tax levy at \$27,004,367 with a breakdown of the tax levy at:

1. County-Wide (1992 statute definition- \$ 25,101,310 tax levy at a \$4.2655 mill rate.
2. Health Department - \$887,279 tax levy
3. Library System- \$1,015,778 tax levy

Motion passed 4-0 (Jim Braughler wanted to note that there has been questions about working for the library system and stated that he is getting paid through the municipality and not the county library system.)

**11. Set future meeting schedule, next meeting date, and possible agenda items**

The next Finance Committee meeting is scheduled for Thursday, October 10<sup>th</sup> at 8:30 a.m. Possible agenda items include any 2013 budget to actual issues and funding for future Highway facility projects.

**12. Adjourn** – A motion was made at 9:47 a.m. to adjourn by Jones/Molinaro. The motion passed 4-0.

Respectfully submitted,

Jennifer Hanneman  
Finance Committee Secretary  
Jefferson County

/tjj