

Jefferson County  
Finance Committee Minutes  
March 8, 2016

Committee members: Braughler, James B (Vice Chair) Poulson, Blane  
Hanneman, Jennifer (Secretary) Schroeder, Jim  
Jones, Richard C. (Chair) (Absent)

1. **Call to order** – James Braughler called the meeting to order at 5:00 p.m.
2. **Roll call (establish a quorum)** – All committee members were present except for Richard Jones which was excused. Staff in attendance was Ben Wehmeier, Blair Ward, Connie Freeberg, Kelly Stade, Rob Klotz, Sharon Ernhardt, Kathi Cauley, Barb Frank and Brian Lamers. County Board Supervisors included Don Reese and Laura Payne. Others present were Alexa Zoellner from the Jefferson Daily Union and Victor Karaliunas from Town of Ixonia regarding item #10.
3. **Certification of compliance with the Open Meetings Law** – Wehmeier certified that notice of the meeting complied with the Open Meetings Law.
4. **Approval of the agenda**-Move items #10 and #8 before #7.
5. **Approval of Finance Committee minutes for February 11, 2016.** A motion was made by Hanneman/Schroeder to approve the February 11, 2016 minutes. The motion passed 4-0.
6. **Communications** – Wehmeier stated at the next Finance meeting there will be on the agenda the approval of out of state travel for some Child Support employees.
7. **Public Comments** – None
8. **Discussion and possible action on Resolution disallowing the claims of Kent Sormrud and WE Energies.** A motion was made by Poulson/Hanneman to forward the resolution for disallowing the claims of Kent Sormrund and WE Energies to the County Board of Supervisors. The motion passed 4-0.
9. **Discussion and possible action on determining disposition of foreclosed properties and setting minimum bids to be submitted.** Discussion took place on the Sullivan property #181-0616-0313-070, Wehmeier informed the committee that there was a sink hole that was discovered on the property from an old septic tank. The excavation for sink hole will be taking place this week. The building if tore down will be an unbuildable site with the zoning restrictions by the village. Wehmeier stated this property is currently a liability. Wehmeier recommended doing the demo for \$15,000 and then asking the Village for a variance for building on the property. A motion was made by Hanneman/Poulson authorizing the demo of the building. The motion passed 4-0. Discussion took place on the Johnson Creek property #141-0715-0733-050. The property has unpaid taxes of \$12,247.83. A motion was made by Poulson/Hanneman to place #141-0715-0733-050 on the online auction for \$12,250. The motion passed 4-0. Discussion took place on properties #012-0816-0522-002 and 3012-0816-0522-003 which was previously approved for the purchase by the existing property owner by May 12, 2016. It was discussed that the property be also listed for auction so if the owner is unable to purchase the property back, the auction would also be in the process. A

motion was made by Hanneman/ Poulson to put on auction #012-0816-0522-002 for a minimum bid of \$37,067.44 and #012-0816-0522-003 for a minimum bid of \$6,819.18, which is the total of unpaid taxes and interest. The motion passed 4-0. The next property discussed was the Watertown property #291-0815-0424-040 which is a vacant lot and has a special assessment on it of \$22,703.35 that was assessed when the City of Watertown had the building demolished. Wehmeier stated he will continue to have conversations with the Mayor. A motion was made by Schroeder/ Hanneman to continue negotiations with the City of Watertown. The motion passed 4-0.

- 10. Discussion and possible action on electronic recycling costs.** Lamers stated in January 2016 there was \$5,302 spent for electronic recycling cost which if that was a monthly trend there is an estimated \$63,000 that will be spent in 2016 if the program continues. The balance in the Solid Waste fund as of December 31, 2015 was \$244,722. If the program continues the fund would run out of funds by 2018 or 2019. Klotz stated that the Solid Waste Committee has committed to the program until June 2016. They are looking at a pay program for \$25 per TV and \$5 per monitor. Municipalities are questioning what the County is going to do about this. There is discussion about in the 2017 asking for a budget line item for a portion to be funded by tax levy dollars. Wehmeier stated that even with the fee of \$25 there would still be a delta to cover the costs. Discussion took place on funding options that the Solid Waste Committee would be looking at and just wanted to inform the Finance Committee about this situation.
- 11. Discussion and possible action on recommendation to the County Board regarding departmental surplus (deficit) activity for 2015 and related budget amendments for 2015.** Lamers explained that there were 4 departments (Administration, Corporation Counsel, Land Conservation and Library Administration) with deficits for a total of \$11,342. There is also a transfer of Human Services surplus to the General fund in the amount of \$216,556. A motion was made by Schroeder/Hanneman to forward the resolution to the County Board of Supervisors and express the appreciation to all the departments in their efforts. The motion passed 4-0.
- 12. Discussion and possible action on recommendation to the County Board regarding 2015 non-lapsing departmental requests amending the 2016 budget.** Lamers asked the committee if there were any questions from the listing. Wehmeier stated that most of the carryovers are for capital and by statute. There are some operating items like training. Lamers noted one change from the original carryover sent to the committee which was in the Human Services the Children's Alternate Care was reduced from \$300,000 to \$240,000 and an addition line was put in for \$40,000 for an invoice that was overlooked for the Generator purchase. A motion was made by Hanneman/Poulson to forward the resolution to the County Board of Supervisors. The motion passed 4-0.
- 13. Discussion and possible action for out of state travel for the Human Services Director.** Cauley explained the class that she will be attending. Braugher asked if there was budget available in Human Service to cover this. Cauley stated there were sufficient funds to cover the costs. A motion was made by Schroeder/Poulson to approve the out of state travel for the Human Services Director. The motion passed 4-0.
- 14. Discussion of funding for projects related to the new Highway Facilities or sale of old Highway Facilities.** Wehmeier stated there were not real updates and the demo of the blue building is taking place currently.

- 15. Review and discussion on the 2017 budget calendar.** Lamers stated that we are looking at the week of September 19<sup>th</sup> for the Budget hearings.
- 16. Set future meeting schedule, next meeting date, and possible agenda items** – The next meeting is Thursday, April 14, 2016 at 8:30 am. The agenda items will include an update on the Highway projects, out of state travel and a possible budget amendment for a grant for the Heath Department.
- 17. Payment of Invoices**-After review of the invoices, a motion was made by Hanneman/Poulson to approve the payment of invoices totaling \$663,186.30 for the main review and \$2,940,474.20 for the other payments, p-cards, Library payments and payroll deductions. The motion passed 4-0.
- 18. Adjourn** – A motion was made by Schroeder/Hanneman to adjourn at 6:00p.m. The motion passed 4-0.

Respectfully submitted,

Jennifer Hanneman  
Finance Committee  
Jefferson County  
/bll