

Administrative and Finance Committee Minutes  
October 15, 2009, 8:00 a.m.

Chairman West called the meeting to order at 8:15 a.m. Present, West, Sebastiani, Kirslenlohr, Albert, Petkovsek, Diemert, Bays, Rhinehart, Theisen. Sumpter sitting in for Ward. Excused, Ward and Klingforth.

The meeting was properly announced.

Motioned by Sumpter/Klingforth to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Sebastiani/Sumpter to approve 9/10, 9/21, 9/22, 9/23, and 9/24 meeting minutes. Motion carried by unanimous voice vote.

Discussion took place about placing delinquent Solid Waste collection fees on tax bills. The average outstanding amount is \$30,000. November 1 is the deadline for placing delinquencies on this years tax bill. Diemert will proceed forward and prepare for next year cycle.

July gave an 2010 revenue update on out of county prisoners. They would like to reallocate \$34,478 in the 2009 budget for office remodel project to include upgrading DVR's and installing cameras in the jail pod. The money was placed in the 2009 budget for an access control system.

Account 100 18 52100 910 should be zero not \$4,000.

The committee wanted an update on the 2009 end of year budget projection. July reported the department should be under budget at the close of the year.

Motioned by West/Sebastiani to reallocate spending \$34,478 on the office remodel, upgrade of DVR's and installation of cameras in jail pod. Motion failed by voice vote 2 yes, 2 nay. Voting yes, Sebastiani, West. Voting nay, Sumpter, Kirslenlohr.

Ward present at 9:12 a.m.

Committee decided to reinstate \$4,000 into account 100 18 52100 910.

Discussion related to Sherwood Dam took place. The current dam budget has \$120,000 allocated for the Sherwood project and is projected to cost an additional \$60,000.

Petkovsek informed the committee that Larry Oleson may be retiring. The highway department would not refill the position. Sick and vacation time most likely would go toward health insurance. Ron Chamberlain asks that if there is no 2010 paint contract that the position be considered the 1<sup>st</sup> lay off for 2010. The committee does not agree with this suggestion. 2010 budget adjustments to include 2 furloughs in 2010, VSO budget put together with all operating expenses as presented and the VSO officer position at the control point of step 7.

Murphy introduced the Land and Water Departments new employee Matt Bremer, Conservation Engineering Technician. They both updated the committee on Ayre's estimate related to the Sherwood toe drains.

Account 100 47 56110 349 should be \$180,000 not \$120,000 to cover addition Sherwood expenses.

An addition \$60,000 of sales tax fund will be applied towards jail operation to offset the increase of \$60,000. The applied sales tax funds for jail operation in 2010 would be \$560,000.

Currently, there are no funds applied in the 2010 budget for contingency. The committee discussed placing the cost from Larry Oleson's position in the contingency fund and removing those dollars from 2010 Highway Budget.

The final payment on the jail debt was discussed. The jail debt will be paid off at the end of 2010. The committee asked about sales tax balance, Barb will report back at the next meeting on that figure.

Motioned by Ward/Sumpter to reduce 100 73 51932 440 to \$5,000 from \$10,000 whereas \$5,000 is an appropriate dollar amount for the wellness account. Motion carried by unanimous voice vote.

Fred Nickel present. Playground equipment purchase in 2009 of \$10,000 was approved. The Resource and Recreation Committee set rates for 2010 for daily, weekly and monthly user fees. Seasonal rates will begin on 10/15/2010. With the increase in fees, revenues in the 2010 budget can be increased by \$20,000 and capital expenditures can be increased by the same \$20,000 then splitting \$15,000 and \$5,000 in both 910 capital expenditure accounts. These dollars should cover the out right purchase of vehicles.

Account 100 41 55420 343 should be \$9,000 not \$10,000.

Account 100 41 46719 should be \$530,909 not \$531,914.

The committee agreed to the above presented changes.

Agenda item for 10/21/2009 to include discuss and/or act on 1997 dodge van in Sheriff's Department. The committee suggested the van be utilized by Health and Human Services Department. Discussion related to the collection position in the Clerk of Courts office took place. Motioned by Ward/Sumpter to keep collection position in the Clerk of Courts Department 2010 budget. Motion carried by unanimous voice vote.

Discussion related to the vacant Deputy County Clerk position took place. Motioned by Ward/Sebastiani to fill the vacant position as is. Motion carried by unanimous voice vote.

Agenda items for 10/21/2009 to discuss and/or act on Deputy County Clerk position payout and records Control Account allocation.

Motioned by Ward/Sumpter to allocate \$1,000 or records control fund balance in the 2010 for purchase of file cabinets and supplies pending clarification at the next meeting. Motion carried by unanimous voice vote.

West excused at 11:20 p.m.

Discussion related to the 2010 budget continued.

Motioned by Ward/Sumpter to adjourn at 12:30 p.m. Motion carried by unanimous voice vote.

Respectfully Submitted,

Cindy Phillippi  
Recording Secretary