

Finance Committee Regular Meeting
Minutes of the March 10, 2014

Dodge County Finance Committee Chairman, Dave Frohling called the Finance Committee meeting to order at 8:00 a.m. on Monday March 10, 2014 in Room H & I – Auditorium of the Administration Building. Chairman Frohling took roll and the following members were present: Frohling, Borchardt, Adelmeyer and Gohr. Member absent was Schaefer

Also present: County Board Chairman Russ Kottke, Mielke, Kolp, Patti Hilker, Scott Smith, Ruth Otto, Janet Wimmer 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 Borchardt and 2nd by Adelmeyer to allow the chair to deviate from the agenda at his discretion. Motion Carried.

The Fiscal Note set forth in Resolution No. 13-59 Treatment Alternatives and Diversion Program Grant (TAD) was presented to the Finance Committee for its review and approval. Chief Deputy Sheriff, Scott Smith and Human Services and Health Director, Janet Wimmer, presented information on Resolution No. 13-59, TAD. According to Smith, Jay Westhuis from the Sheriff's Department performed preliminary grant analysis and application. The District Attorney will make treatment opposed to incarceration recommendation prior to charging alcohol related crimes. The exact financial savings is difficult to measure because the main impact is on families and communities; a difficult parameter to measure. Those counties using the program estimate a 50% savings. Currently, participants get in treatment programs after incarceration. According to Smith, this will be a proactive program for Dodge County.

The TAD grant is a three year grant that is renewed annually. For 2014, the grant is for \$140,800 with a \$46,933 local match. Smith and those involved view this program as a long-term program. Westhuis has been working at the Henry Dodge Office Building and will be moving from Jail Program Specialist position to TAD Director at Health and Human Services. According to Smith, the Jail Program Specialist position will remain vacant for the time being. A Limited Term Employee (LTE) assistant and treatment specialist are part of the grant funding and are currently being filled by in-house staff.

The Fiscal Note sets forth a Fiscal Impact in the amount of \$46,933 on the adopted 2014 Budget. Motion by Borchardt and 2nd by Adelmeyer to approve a \$46,933 General Fund transfer for the Fiscal Note as presented and to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note and to send Resolution No. 13-59 to the County Clerk. Motion Carried.

Resolution No. 13-61 Staff Psychiatrist/Medical Director. The Fiscal Note set forth in Resolution No. 13-61 was presented to the Finance Committee for its review and approval. Wimmer presented information on Resolution No. 13-61, Staff Psychiatrist/Medical Director. According to Wimmer, these services are currently contracted services that are becoming more difficult to secure. The new position with benefits will be less costly per hour and the current contracted psychiatrist is interested in the position. Based on the budgeted funds, the savings will allow for more service hours to be offered by the county. The position will allow psychiatrist's to provide more clinical and staff supervisory authority as well as secure services. The Fiscal Note sets forth a Fiscal Impact in the amount of \$0 on the adopted 2014 Budget. Motion by Borchardt and 2nd by Gohr to approve the Fiscal Note as presented and to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note and to send Resolution No. 13-61 to the County Clerk. Motion Carried.

Resolution No. 13-53 Dodge County Board Chairman Compensation. The Fiscal Note set forth in Resolution No. 13-53 was presented to the Finance Committee for its review and approval. The Fiscal Note sets forth a Fiscal Impact in the amount of \$0 on the adopted 2014 Budget. Motion by Borchardt and 2nd by Gohr to approve the Fiscal Note as presented and to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note and to send Resolution No. 13-53 to the County Clerk. Motion Carried.

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Resolution No. 13-60 Establish Service of Process Fees for Collection by the Dodge County Sheriff. The Fiscal Note set forth in Resolution No. 13-60 was presented to the Finance Committee for its review and approval. Smith presented information on Resolution No. 13-60, Service of Process Fees. Smith appeared at February's Finance Committee meeting and informed committee members about problems with fee collection at the Sheriff's Department. According to Smith, this resolution will save time and funds used to follow-up on unpaid bills. The resolution's \$65 service of summons fee is for up to three attempts and mileage. If the deputy is unsuccessful after three attempts, the requester will be notified and must pay an additional \$65 for up to three more attempts. According to Smith, this fee is in the neighborhood of other counties and will save time in following up on unpaid bills. Services provided by deputies for seizing property will be based on the deputy's productive rate of pay plus mileage at the current IRS rate. These fees will also be requested in advance and the Sheriff's Department will reimburse amounts in excess of actual cost. The Fiscal Note sets forth an undetermined Fiscal Impact on the adopted 2014 Budget. Motion by Borchardt and 2nd by Gohr to approve the Fiscal Note as presented and to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note and to send Resolution No. 13-60 to the County Clerk. Motion Carried.

Smith continued with a request to purchase 4 electronic devices, holsters and power magazines for \$3,914.20 and payment authorization when vouchers received. According to Smith, this is replacement equipment. Motion by Borchardt and 2nd by Adelmyer to approve the \$3,914.20 purchase of 4 electronic devices, holsters and power magazines and authorize payment when vouchers received. Motion Carried.

Information Technology (IT) Director, Ruth Otto appeared before the committee to present information on the iSeries Countdown. The IT Committee Chairman asked Otto to bring this information to the Finance Committee's attention. According to Otto, the current system is nine years old and is custom/home built in Cobalt and is becoming more difficult to support as knowledge retires. The system supports JD Edwards which is mainly used by Finance and Human Resources (HR). The 2014 Budget includes purchasing a Kronos system which will capture and process information for HR and payroll currently captured and processed by JD Edwards. The Kronos system will also enhance timekeeping and provide a scheduling option for certain areas of the county. The IT department will be moving forward in 2014 with Kronos and follow with systems for Treasury and Land Resources in 2015's Budget. Otto presented this information for committee member awareness.

Resolution No. 13-56 Settling In Full with Other Taxing Jurisdictions for Special Charges and Assessments. The Fiscal Note set forth in Resolution No. 13-56 was presented to the Finance Committee for its review and approval. Patti Hilker, Treasurer presented information on Resolution No. 13-56, Settling in Full. According to Hilker, this resolution brings Sanitary and Lake Districts in alignment with the other taxing jurisdictions. The Fiscal Note sets forth a Fiscal Impact in the amount of \$0 on the adopted 2014 Budget. Motion by Gohr and 2nd by Adelmeyer to approve the Fiscal Note as presented and to authorize and direct the Finance Committee's Chairman to sign the Fiscal Note and to send Resolution No. 13-56 to the County Clerk. Motion Carried.

Resolution No. 13-63 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$24,450,000 General Obligation Refunding Bonds, Series 2014A. The Fiscal Note set forth in Resolution No. 13-63 was presented to the Finance Committee for its review and approval. Administrator, Jim Mielke presented information to committee members. Section 15 of the resolution includes parameters discussed at March 3, 2014's Finance Committee meeting. Parameters require preliminary sale approval at the County Board level. On the day of the sale, County Board Chair and Dodge County Administrator must authorize final approval for the sale to proceed. Motion by Borchardt and 2nd by Adelmeyer to approve Resolution 13-63 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$24,450,000 General Obligation Refunding Bonds, Series 2014A b brought before the Dodge County Board of Supervisors when the Board reconvenes at 7:00 p.m. March 18, 2014. Motion Carried.

Hilker presented information on the Dana Investments. Hilker is checking into other investing options that earn better interest rates than the Local Government Investment Pool (LGIP). According to Hilker, even though Dana Investments say their securities are liquid, there will be a cost to the county if withdrawn before their due dates.

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Laddering Certificate of Deposits (CDs) and other options are being considered. Hilker is also working with Ehlers on a cash flow analysis.

The County Treasurer provided committee members copies of January's 2014's report of working cash account and February 2014 county investment holdings for review. Hilker informed committee members of the switch from Hartford Savings Bank to Landmark Credit Union. Dodge County is Landmark's largest account. The Treasurer's office is still working to gain on-line banking access but overall, tests were run and things seem to be working correctly.

Hilker continued with concerns regarding low interest rate for the AIMS account. The county must maintain this account to transfer money from the General Fund to the Eastern Wisconsin Counties Railroad Consortium (EWCRC) account. She will continue to address her concerns with the EWCRC.

There was nothing to report for the Strategic or Financial Planning Models but Dave Frohling, Committee Chairman requested it stay on the agenda.

Next regular meeting is scheduled for Tuesday, April 8, 2014 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 9:32 a.m.



Gerald Adelmeyer,
Secretary