

AGENDA

Eau Claire County
Committee on Finance and Budget

Monday, July 9, 2018 / 4:30 pm
Eau Claire County Courthouse – Room 1273
Eau Claire, WI 54703

1. Call Meeting to Order and Confirmation of Compliance with Open Meetings Law
2. Public Comment Period (15 minutes max)
3. 2017 Audit Review – Brock Geyen, CliftonLarsonAllen / Discussion
4. Proposed Resolution / File #18-19/044 “Authorizing a Transfer from the 2018 Contingency Fund in the Amount of \$49,999 for the replacement of copper water lines at Beaver Creek Reserve” / Discussion – Action
5. Proposed Resolution / File #18-19/045 “Authorizing a Transfer from the 2018 Contingency Fund in the Amount of \$15,495 for the Jail Radio Project” / Discussion – Action
6. Town of Fairchild wishes to remain exempt from the County Library System for 2019 / Discussion – Action
7. Village of Fairchild wishes to remain exempt from the County Library System for 2019 / Discussion – Action
8. Financial Report Review / Discussion
 - a. 2017 financials
 - b. 2018 Q1 review
9. Fund Balance Review / Discussion
10. Financial Activity Updates / Discussion - Action
 - * County Sales Tax Report (month of April 2018)
 - * County Board Chair Vouchers - **None**
 - * Line Item Transfers - **None**
11. Review / Approval of Committee Minutes
 - a. Regular committee meeting: June 6, 2018
 - b. Joint meeting with Highway: June 7, 2018
12. Schedule next meeting and agenda items / Discussion
13. Adjourn

Post: 07/05/2018

Copy: media, Committee members, Kathryn Schauf, Norb Kirk, Amy Weiss, Janet Loomis, Frank Draxler, Matt Theisen, Keith Zehms

Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 715-839-4710, (FAX) 715-839-1669 or 715-839-4735, tty: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

FACT SHEET

TO FILE NO. 18-19/044

Beaver Creek Reserve and the Facilities department is requesting money from the County Contingency Fund for funds for the cost of replacing the copper water lines at Beaver Creek Reserve (BRC) at a cost of \$49,999.

BCR has an aging water system from the 1950's and had high levels of copper being leached from the copper pipes due to years of high acidic water. BCR treatment was maintaining the lead levels but not the copper. There were recent levels of high copper in the water. In light of the Flint, Michigan water issues, the DNR informed us that we needed to resolve this issue within 90 days. BRC has increased treatment and have maxed out the capabilities of our current treatment system. The high copper was due to high acidic levels in the water that "ate away" at the copper pipes, many of the underground pipes are not treated prior to reaching treatment so replacing them with plastic will remove the main culprit. Replacement pipe will be plastic and a new treatment system will be installed in one location to reduce maintenance and increase capacity for treatment. Work has begun and future projects will work on removing all copper from the facility. Testing costs for the annual operation have also tripled as BCR has been trying to rectify the issue. Testing will reduce over time and as the results show a reduction in copper.

Use of contingency funding: To pay for the cost of unforeseen events/issues, departments are requested to search within their own budget, including if possible to realign any capital or operating expenditures. Beaver Creek Reserve is operated by the Friends of Beaver Creek and the County, per contract, provides \$75,000 annually for building maintenance and improvements. This \$75,000 has already been used partly for a new parking lot and partly for a new well. The parking lot is completed and a new well should not be delayed.

Since this is a health and safety issue and since this is an urgent matter, County contingency funding is requested.

FISCAL IMPACT:

Cost is \$49,999

Balance of contingency fund at June 30, 2018 was \$280,000.

Respectfully submitted,

Frank Draxler
Director of Purchasing and Central Services

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Enrolled No.

File No. # 18-19/044

-AUTHORIZING A TRANSFER FROM THE 2018 CONTINGENCY FUND IN THE AMOUNT OF \$49,999 FOR THE REPLACEMENT OF COPPER WATER LINES AT BEAVER CREEK RESERVE.

WHEREAS, Beaver Creek Reserve has an aging water system and has had high levels of copper being leached from the copper pipes;

WHEREAS, the DNR notified the County of high levels of copper in the water;

WHEREAS, the DNR provided for 90 days to replace the old copper pipes with plastic pipes and a new water treatment system;

WHEREAS, the requested funds are not available in Beaver Creek Reserve's 2018 budget;

NOW, THEREFORE, BE IT RESOLVED by the Eau Claire County Board of Supervisors that it authorizes a transfer of \$49,999 from the 2018 contingency fund to the Facilities budget for the replacement of the copper water pipes at Beaver Creek Reserve.

ADOPTED:

Committee on Finance & Budget

Dated this _____ day of _____, 2018.

FACT SHEET

TO FILE NO. 18-19/045

The Sheriff's Department is requesting money from the County Contingency Fund for the cost of replacing the jail radio system at a cost of \$15,495.

The jail staff in the Huber Center are having transmit and receive issues inside of the Huber Center. Additionally, staff are not able to consistently communicate between the secure jail and the Huber Center. The radio issue is creating safety and security concerns and operational deficiencies for the correctional staff. Racom Communication has reviewed the radio issue and after review submitted a proposal that will provide updated equipment to include a larger radio repeater, new cabling to the Huber Center, and updated connection points. The updates will also support radio communications if future expansion of the jail facility is needed.

Use of contingency funding: To pay for the cost of unforeseen events/issues, departments are requested to search within their own budget, including if possible to realign any capital or operating expenditures. The Sheriff's Department does not have funding available in their 2018 budget to absorb this cost.

Since this is a health and safety issue and since this is an urgent matter, County contingency funding is requested.

FISCAL IMPACT:

Cost is \$15,495

Balance of contingency fund at June 30, 2018 was \$280,000.

Respectfully submitted,

Amy Weiss, CPA (inactive)
Senior Accounting Manager

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Enrolled No.

File No. # 18-19/045

-AUTHORIZING A TRANSFER FROM THE 2018 CONTINGENCY FUND IN THE AMOUNT OF \$15,495 FOR THE REPLACEMENT OF JAIL RADIO SYSTEM.

WHEREAS, the current radio system between the secure jail and the Huber Center is not functioning properly; and

WHEREAS, the the radio issue is creating safety and security concerns, as well as operational deficiencies; and

WHEREAS, the requested funds are not available in the Sheriff's Department 2018 budget.

NOW, THEREFORE, BE IT RESOLVED by the Eau Claire County Board of Supervisors that it authorizes a transfer of \$15,495 from the 2018 contingency fund to the Sheriff's Department budget for the replacement of the jail radios.

ADOPTED:

Committee on Finance & Budget

Dated this _____ day of _____, 2018.

Eau Claire County Sales Tax Collections

Month	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
January	\$ 563,038	\$ 605,382	\$ 649,869	\$ 613,413	\$ 637,758	\$ 633,370	\$ 655,343	\$ 696,710	\$ 755,910	\$ 746,338
February	518,319	638,455	602,909	563,535	532,904	689,925	843,563	882,113	628,528	601,096
March	636,257	538,909	561,038	783,032	834,428	852,142	864,937	659,845	914,348	957,986
April	623,482	711,305	797,429	741,448	606,312	641,812	719,623	933,154	883,529	900,497
May	624,232	663,464	567,787	549,895	783,189	856,800	854,993	880,459	803,003	
June	573,694	476,205	707,990	872,811	924,281	935,972	835,827	819,172	893,219	
July	686,636	741,830	751,169	783,644	655,631	764,686	1,031,180	946,348	1,108,995	
August	665,741	663,893	616,376	785,490	823,653	1,004,488	957,996	817,003	829,756	
September	634,987	631,589	804,241	788,958	805,689	725,272	753,988	906,726	984,452	
October	701,541	642,499	705,976	669,856	655,379	830,917	968,167	901,132	933,541	
November	631,616	728,502	630,916	799,401	872,360	934,158	868,976	662,535	652,721	
December	562,547	692,239	844,605	817,298	774,289	707,471	708,777	996,080	1,137,837	
Add'l Rec'd	-	-	-	-	-	-	-	-	-	-
Total	\$ 7,422,090	\$ 7,734,272	\$ 8,240,305	\$ 8,768,781	\$ 8,905,873	\$ 9,577,013	\$ 10,063,370	\$ 10,101,277	\$ 10,525,839	\$ 3,205,917
Budgeted	\$ 8,175,000	\$ 7,675,000	\$ 7,675,000	\$ 7,800,000	\$ 8,060,000	\$ 8,586,000	\$ 8,950,000	\$ 9,280,000	\$ 9,600,000	\$ 10,100,000
Excess (Short)	\$ (752,910)	\$ 59,272	\$ 565,305	\$ 968,781	\$ 845,873	\$ 991,013	\$ 1,113,370	\$ 821,277	\$ 925,839	\$ (6,894,083)
	2009 Shortfall	2010 Surplus	2011 Surplus	2012 Surplus	2013 Surplus	2014 Surplus	2015 Surplus	2016 Surplus	2017 Surplus	
Total County Taxable Sales	\$ 1,484,418,000	\$ 1,546,854,400	\$ 1,648,061,000	\$ 1,753,756,200	\$ 1,781,174,600	\$ 1,915,402,600	\$ 2,012,674,000	\$ 2,020,255,414	\$ 2,105,167,718	\$ 641,183,366
Yearly Average	\$ 618,508	\$ 644,523	\$ 686,692	\$ 730,732	\$ 742,156	\$ 798,084	\$ 838,614	\$ 841,773	\$ 877,153	\$ 801,479

Month	Monthly Avg	Median
January	\$ 655,713	\$ 643,814
February	\$ 650,135	\$ 615,718
March	\$ 760,292	\$ 808,730
April	\$ 755,859	\$ 730,536
May	\$ 731,536	\$ 783,189
June	\$ 782,130	\$ 835,827
July	\$ 830,013	\$ 764,686
August	\$ 796,044	\$ 817,003
September	\$ 781,767	\$ 788,958
October	\$ 778,779	\$ 705,976
November	\$ 753,465	\$ 728,502
December	\$ 804,571	\$ 774,289

Monthly amounts reflect 2018 sales tax earned. Payments received approx two months later.

MINUTES

Eau Claire County
Committee on Finance and Budget

Wednesday, June 6, 2018 / 1:00 pm
Eau Claire County Courthouse – Room 1273
Eau Claire, WI 54703

Staff members present: Jamie Gower, Human Resources Director; Kathryn Schauf, County Administrator; Amy Weiss, Senior Accounting Manager

Members present: Supervisors Steve Chilson, Jim Dunning, Robin Leary, Stella Pagonis, and Gerald Wilkie

Chairperson Stella Pagonis called the meeting to order at 1:02pm.

Confirmation of Compliance with Open Meetings Law: Administrator's office was notified that the meeting was properly posted. There was no public comment.

Supervisor Robin Leary made a motion to go into closed session. This was seconded by Supervisor Jim Dunning. Motion carried unanimously.

Closed session called to order at 1:10pm. Roll call taken by Amy Weiss.

Supervisor Jim Dunning made a motion to reconvene in Open Session. The motion carried unanimously. Open session was reconvened at 3:07pm.

Proposed Resolution / File #18-19/028 “Authorizing the Sale of Tax Deed Property to the City of Altoona...”

Altoona would like to buy back the property to build new, affordable housing. Supervisor Robin Leary made a motion to authorize the sale of tax deed property to the City of Altoona for \$13,830.72. Motion carried unanimously.

Proposed Resolution / File #18-19/031 “Awarding bids for the Spring 2018 Tax Deed Sale...”/ Discussion – Action

Supervisor Jim Dunning made a motion to accept the bids as presented. Motion carries unanimously.

Proposed Resolution / File #18-19/032 “Appropriating Unanticipated Revenues. . .” / Discussion – Action

Supervisor Robin Leary made a motion to approve appropriating unanticipated revenues. Motion carried unanimously.

Referred Resolution / File 18-19/016(1) “To Amend Section 2.12.140 B. of the Code: Medical Examiner System” / Discussion – Action

Supervisor Jim Dunning made a motion to amend section 2.12.140B of the code. Motion carried unanimously.

Internal Control Review / Discussion

Kathryn Schauf and Amy Weiss provided an update on process implementation related to internal controls and account reconciliations. These are a work in process, and are always being evaluated, prioritized, and updated.

Quarter 1 Financial Review / Discussion

General Review

Quarter 1 Sheriff Review / Discussion

General review

Financial Reporting / Discussion

General discussion on format and timing of financial reporting.

Financial Activity Updates / Discussion - Action

* County Sales Tax Report (month of March 2018): Committee reviewed.

- * County Board Chair Vouchers - None
- * Line Item Transfers - None

Review / Approval of Committee Minutes - May 7, 2018

Supervisor Jim Dunning made a motion to approve the May 7, 2018 minutes. Motion carried unanimously.

Schedule next meeting and agenda items

June 7, 8:00am – Joint meeting with Highway Committee

July 9, 4:30pm – Regular meeting

Committee adjourned at 4:15pm.

Respectfully submitted,

Amy Weiss
Committee Clerk

MINUTES

Eau Claire County
Joint Committee

Committee on Highway
Committee on Finance and Budget
Thursday, June 7, 2018 / 8:00 am

227 1st St West
Eau Claire County Agriculture Center – Room 103
Altoona, WI 54720

Members Present:

Committee on Highway: Supervisors Carl Anton, Steve Chilson, Nancy Coffey, Ray Henning, and Judy Gatlin

Committee on Finance & Budget: Supervisors Steve Chilson, Jim Dunning, Robin Leary, Stella Pagonis, and Gerald Wilkie

Staff present: Frank Draxler, Purchasing Director; Jon Johnson, Highway Commissioner; Rhonda Olson; Kathryn Schauf, County Administrator; Brian Spilde, Highway Operations Manager; Rod Thorson, Highway Engineer; Amy Weiss, Senior Accounting Manager

Others Present: Sean Lentz, Senior Municipal Advisor at Ehlers; Chris Hetland, Financial Specialist at Ehlers

Committee on Highway Chairperson Ray Henning called the meeting to order at 8:02am.

Committee on Finance & Budget Chairperson Stella Pagonis called the meeting to order at 8:03am.

Confirmation of Compliance with Open Meetings Law: Confirmation was provided that the meeting properly noticed. There was no public comment.

Funding Options for Highway Department; Capital Improvement Plan; Discussion – Action

Kathryn Schauf began the discussion with an introduction to a power point presentation developed by county staff.

Jon Johnson continued the discussion by reviewing PASER ratings. He included history on where the county has been, where the county currently is, and described options for where the county would like to go. There are a few methods for determining a county's overall PASER rating, one of which includes a tiered approach. A tiered approach takes into account a road's traffic level when evaluating the level of investment needed to attain a desired PASER rating. Concerns were raised regarding farm hauling and the effect a tiered approach would have on rural road maintenance. Specifically, there would be an economic impact to the county if farms leave due to difficult travel conditions.

Discussion continued into the difference between maintenance expenditures and capital investments. The county uses capital for more than just highway improvements. The county has other assets to maintain and invests in technologies to aid with county services.

Amy Weiss and Sean Lentz presented information on the County's current long term debt structure and forecasts for projected future borrowings. It is not a sustainable plan to fund maintenance costs by borrowing.

Alternative funding sources were reviewed and discussed. One option is realigning the property tax levy. This is not ideal as it takes funding away from other county services. State aid is not adequate. The county cannot continue to rely on fund balance as a method of filling in the gap.

A Vehicle Registration Fee (VRF) is a revenue source that would help fund highway projects. Sean Lentz provided documents comparing the cost to the county of borrowing (interest and issue costs) versus vehicle registration fees over a 10 year period.

For Finance & Budget: Supervisor Steve Chilson made a motion to advance a resolution to the County Board that the committee is committed to an average PASER rating of 6 for Eau Claire County. Seconded by Supervisor Robin Leary. Motion carried unanimously.

For Highway Committee: Supervisor Steve Chilson made a motion to advance a resolution to the County Board that the committee is committed to an average PASER rating of 6 for Eau Claire County. Seconded by Supervisor Judy Gatlin. Motion carried unanimously.

For Finance & Budget Committee: Supervisor Gerald Wilkie made a motion to advance a resolution to the County Board to implement an annual vehicle registration fee of \$30/vehicle. Seconded by Supervisor Jim Dunning. Motion carried 4-1.

For Highway Committee: Supervisor Nancy Coffey made a motion to advance a resolution to the County Board to implement an annual vehicle registration fee of \$30/vehicle. Seconded by Supervisor Carl Anton. Motion carried 4-1.

Committee on Highway adjourned the joint committee meeting at 10:25am.

Committee on Finance & Budget adjourned the joint committee meeting at 10:25am.

Respectfully submitted,

Amy Weiss
Committee Clerk