

ADMINISTRATION COMMITTEE
Douglas County Board of Supervisors
Thursday, September 5, 2019, 9:30 a.m., Courthouse Room 207C
1313 Belknap Street, Superior, Wisconsin

Meeting called to order by Chair Alan Jaques.

ROLL CALL: Present - Larry Quam, Nick Baker, Mary Lou Bergman, Marvin Finendale, Rosemary Lear, Scott Luostari, Pat Ryan, Alan Jaques. Absent – Douglas Finn, Scott Luostari. Others present – Tracy Ruppe, Candy Holm Anderson, Tracy Middleton, Dave Sletten, Mark Fruehauf, Ann Doucette, Linda Corbin, Carol Jones, Mark Liebaert, Jerry Moe, Michele Wick, Sue Sandvick, Pam Tafelski (Committee Clerk).

APPROVAL OF MINUTES: Motion by Bergman, second Ryan, to approve August 1, 2019, Administration Committee minutes. Motion carried.

DEPARTMENTAL FINANCIAL REPORTS AND GOALS/OBJECTIVES FOR 2019: Financial reports attached. **Administration/Human Resources** – Notice of state funding increase next year in Health & Human Services for child welfare and economic support. **Buildings and Grounds** – One custodial position open; facility tours done to locate any problem areas; enhanced aesthetics of courthouse landscaping. **Corporation Counsel** – Waiting to fill Assistant Corporation Counsel position. **County Clerk** – Governor to call special election due to Congressman Duffy's resignation; budget for elections to cover costs. **Finance** – Working on 2020 budget; received 2019 Budget Reporting Award. **Information Services** – Completing Windows 10 conversion; continuing work with Comm. Center on 911 upgrade. **Register of Deeds** – Requested committee input on ROD representation in Wisconsin Register of Deeds Association; if within budget, Middleton can decide on extent of participation. **Treasurer** – 2400 delinquent tax certificates issued.

ACTION ITEMS/REFERRALS:

Departmental Requested 2020 Budgets: Attached.

County Board: Same as 2019; net cost .00%.

ACTION (REFERRAL): Motion by Baker, second Lear, to approve and forward to Administrator. Motion carried.

Administration: No changes; net cost .00%.

ACTION (REFERRAL): Motion by Lear, second Baker, to approve and forward to Administrator. Motion carried.

Buildings and Grounds: Net cost decrease 1.84%.

ACTION (REFERRAL): Motion by Quam, second Ryan, to approve and forward to Administrator. Motion carried.

Corporation Counsel: Net cost decrease .56%

ACTION (REFERRAL): Motion by Lear, second Bergman, to approve and forward to Administrator. Motion carried.

County Clerk: Net cost increase 3.37%.

ACTION (REFERRAL): Motion by Bergman, second Ryan, to approve and forward to Administrator. Motion carried.

Supply: No changes from 2019.

ACTION (REFERRAL): Motion by Lear, second Baker, to approve and forward to Administrator. Motion carried.

Finance: Net cost decrease .46%.

ACTION (REFERRAL): Motion by Lear, second Quam, to approve and forward to Administrator. Motion carried.

Information Service: Net cost increase .706%.

ACTION (REFERRAL): Motion by Ryan, second Bergman, to approve and forward to Administrator. Motion carried.

Register of Deeds: Net cost increase 15.51%.

ACTION (REFERRAL): Motion by Ryan, second Bergman, to approve and forward to Administrator. Motion carried.

Treasurer: No changes from 2019; net cost .00%

ACTION (REFERRAL): Motion by Baker, second Lear, to approve and forward to Administrator. Motion carried.

Debt Service 2020 Budget: No changes; bond decrease \$180,000.

ACTION (REFERRAL): Motion by Bergman, second Baker, to approve and forward to Administrator. Motion carried.

Workers' Compensation 2020 Budget: Represents amounts charged to departments.

ACTION (REFERRAL): Motion by Lear, second Baker, to approve and forward to Administrator. Motion carried.

Health Insurance 2020 Rates: Comparison of 2019 to 2020; premium increase 5%; higher deductible increase 12%.

ACTION (RESOLUTION): Motion by Baker, second Bergman, to approve health insurance 2020 rates and refer to County Board. Motion carried unanimously.

From County Board - Resolution from Price County Requesting Legislature Eliminate 0% Levy Cap Imposed on Wisconsin Counties:

ACTION (RESOLUTION): Motion by Quam, second Baker, to support intent of the Door County resolution and forward like resolution to County Board. Motion carried unanimously.

Budgetary Transfer: Attached.

ACTION (RESOLUTION): Motion by Bergman, second Baker, to approve budgetary transfer as presented and forward to County Board. Motion carried unanimously.

Amendment to Accounting Policy on Cash Receipts: Attached.

ACTION (RESOLUTION): Motion by Baker, second Lear, to approve amendment to Cash Receipts Policy Statement as presented, and include the following: (1) Overages/Shortages, 2nd line, delete "Significant" and change to "**Amounts over \$49.00** should be"; (2) General, 2nd line, "each **business** day", and forward to County Board. Motion carried unanimously.

FUTURE AGENDA ITEMS: Charitable contributions to county.

ADJOURNMENT: Motion by Bergman, second Ryan, to adjourn. Motion carried. Adjourned at 10:20 a.m.

Submitted by,

Pamela A. Tafelski
Committee Clerk