

MINUTES OF THE  
FINANCE/ADMINISTRATION COMMITTEE

MEMBERS PRESENT: Terry Rose, Ron Frederick, Edward Kubicki, Jeffrey Gentz, John O'Day, Michael Goebel, and Jeff Wamboldt, YIG Anika Katt

YOUTH IN GOVERNANCE

EXCUSED: Daniel Mleczko

OTHER SUPERVISORS

PRESENT: County Board Chairman Daniel Esposito, Supervisors Berg, Gaschke, Nordigian, Nudo, Poole, Skalitzky and Yuhas

PLACE: KCAB, Committee Conference Room

DATE: October 23, 2018

Chairman Rose called the meeting to order at 6:00 p.m.

**COUNTY CLERK (0:32)** - County Clerk Mary Kubicki presented. Motion by Frederick to approve. Second by O'Day. All aye, motion carried.

Office of Elected Services (office at KCC) – Motion by Gentz to approve. Second by Kubicki. All aye, motion carried, including YIG.

**REGISTER OF DEEDS (2:46)** - JoEllyn Stohr, Register of Deeds, presented. Motion by Gentz to approve. Second by Kubicki. All aye, motion carried, including YIG.

**TREASURER (4:30)** - Teri Jacobson, County Treasurer, presented this item. Motion by Gentz to approve. Second by Frederick. All aye, motion carried, including YIG.

**DIVISION OF HUMAN RESOURCES (7:48) - Includes Insurances & Civil Service** - Clara Tappa, Human Resources Director, and Robert Riedl, Director of Human Resources, presented focusing on FTE's in relation to the reorganization effort. Recruitment costs have been reduced due to electronic initiatives. Tuition reimbursement program has been increased to accommodate satisfying requests by up to 2% of the employees; this has been offset from other professional services due to completing the upper management leadership training program. A new program will be implemented in 2019 to charge back a percentage of human resources services to each department, which will assist to cover the expenses related to the new HR Generalists and Business Partners positions that will be placed at the Job Center, Public Safety Building, Kenosha County Center, and Brookside. Motion by Gentz to approve. Second by Kubicki. All aye, motion carried, including YIG.

**Civil Service (15:50)** – Clara Tappa presented noting little change to this budget other than every other year \$5,000 contractual services for testing for hiring of sworn staff. Motion by O'Day to approve. Second by Frederick. All aye, motion carried, including YIG.

**Worker's Comp. (16:24)** – overall amounts charged to departments is down by \$5,000, other professional services to be increased for ergonomic training for staff; claims have increased, reduced lost wages based on actual, bumped up protective equipment for vests, premium has gone up for insurance. Motion by Gentz to approve. Second by Goebel. All aye, motion carried, including YIG.

**Health Insurance (20:12)** – an increase of about \$1M is anticipated due to new positions, census adjustment, 3% increase in costs for inflation; there will be a flat budget for pharmacy a new vendor for formulary scripts and rebates will result in about \$300,000 - \$500,000 in savings. Supervisor Poole distributed a proposal to add 10% to health premiums; it was noted that may not be possible due to the Affordable Care Act and the lowest salary paid by the County. Rae Anne Beaudry, Sr. VP, Horton Group, provided additional specifics supporting not increasing the employee contribution to health insurance above the 18% provision. Also noted dental and vision coverages are fully funded by the employees as part of a recent change previously implemented. Motion by Frederick to approve the health insurance budget as presented. Second by Goebel. Motion carried on the following roll call: Gentz – aye; Frederick – aye; Kubicki – aye; Wamboldt – aye; O'Day – aye; Goebel – aye; Rose - aye, including YIG.

**Employee Handbook revisions** – Supervisor Frederick requested these revisions be reviewed at a special meeting, in particular the grievance procedure section. Motion by Goebel to meet Monday at 6:30 p.m. to discuss the employee handbook. Second by Frederick. After further discussion, the date was finally set for Wednesday, October 31, at 6:30 p.m.

**Liability Insurance (1:15:07)** – The WIMMC premium is projected to increase FY2019. Motion by Kubicki to approve. Second by O'Day. All aye, motion carried, including YIG.

**Land Information Office (1:18:12)** – Scott Schutze, LIO Division Director, presented. Motion by Gentz to approve. Second by Kubicki. All aye, motion carried, including YIG.

**Information Technology (Includes Land Information) (1:21:24)** - Martin Lacock, Chief Information Officer, presented. Items highlighted included: an additional project coordinator position, which has worked on the delinquent tax program from a contract position to a fulltime County position and a reclass of a desktop technician position, which will include supervisory and management abilities. A reduction of \$40,000 in other professional services will be utilized to help cover the new salaries. Motion by Frederick to approve. Second by O'Day. All aye, motion carried, including YIG.

**Finance & ADMINISTRATION (1:37:22) - Purchasing, Financial Services (Includes Non Departmental, Debt Service, Administrative Services, etc.** - Matt Fleming, Director Purchasing Division, presented. Motion by Gentz to approve. Second by Kubicki. All aye, motion carried, including YIG.

Barna Bencs, Budget Director, presented the Non-departmental and Debt Service budget information

Patricia Merrill, Finance Director, presented the Finance division and Administration budgets.

(1:42:06) Motion by Frederick to approve the Non-departmental budget. Second by Goebel. All aye, motion carried, including YIG.

(1:42:39) Supervisor Nudo initiated a discussion regarding the WCA estimate for sales tax revenue. Motion by Gentz to approve as presented. Second by Kubicki. All aye, motion carried, including YIG.

(1:48:17) Motion by Frederick to approve the Debt Service budget as presented. Second by Goebel. All aye, motion carried, including YIG.

(1:53:28) Motion by Gentz to approve the Finance division budget as presented. Second by Frederick. All aye, motion carried, including YIG.

(1:56:34) Motion by Goebel to approve the Administrative Services budget as presented. Second by Kubicki. All aye, motion carried, including YIG.

Motion by O'Day to adjourn. Second by Goebel. All aye, motion carried, including YIG. The Committee adjourned at 7:57 p.m.

Respectfully Submitted,

Recording of the minutes is available.

Prepared by: April Webb, Senior Administrative Assistant