

MINUTES OF THE
FINANCE/ADMINISTRATION COMMITTEE

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

MEMBERS EXCUSED: Supervisor Michael Goebel, YIG Member Daniel Mleczo

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

PLACE: KCAB, Committee Conference Room

DATE: October 25, 2018

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

Supervisor Nudo requested the committee to consider an increase to budgeted Revenue Sales Tax by \$300,000. Budget Director Bencs and Finance Director Merrill explained "best practice" and conservative budgeting and how it relates to review by bonding agencies and how it reflects on fiscal management of public funds, rather than over-estimating and not reaching target amounts. Mr. Harrigan, Ehlers-Inc., also provided additional specifics to support maintaining the proposed target budget amount.

Motion by Frederick to approve the budget as presented. Supervisor Gentz added as amended regarding the Veterans budget and seconded the motion. Supervisor Frederick concurred with the amended motion. All aye, motion carried, including YIG Members.

An Initial Resolution Authorizing the Issuance of Not to Exceed \$14,910,000 General Obligation Promissory Notes for Budgeted Capital Projects Including Road and Highway Improvements (35:54)

Michael Harrigan, CIPFA, Chairman/Sr. Financial Advisor, Ehlers-Inc., presented and referred to information in the Pre-Sale Report. Supervisor Skalitzky request an analysis and report back after the July Audit in August or September regarding the Brookside additional revenue and escrowing. Supervisor Skalitzky requested an analysis of the benefit of the program to take home squad cars. Motion by O'Day to approve. Second by Frederick. All aye, motion carried, including YIG Members. Chairman Rose thanked Mr. Harrigan for his many years of service and sound advice to the County.

Personnel Handbook Review (1:19:10) - Clara Tappa, Human Resources Director, presented noting most of the proposed revisions were "housekeeping" items such as revising language in conjunction with the new reorganization of the Human Resources Division. Other sections of note include, but are not limited to, respectful workplace "Code of Conduct" replaces Work Rules, overtime and PTO to reflect the new 12-hour correctional officer's schedule, benefits effective date, addition of mention of KC Credit Union for pay periods, A&S benefit as relates to part-time employees, tuition reimbursement to apply to education related to current position or applicable to promotional opportunities, jury duty pay process, and the grievance procedure adds an employee share of cost for appeals.

Corporation Counsel Joseph Cardamone provided a legal opinion regarding the grievance procedure and the independent hearing officer rulings. He noted that he believes the proper role of this committee is an error correcting body as the final step in the appeal process: was the hearing conducted fairly and was the employee given a fair shake; not “do I agree with what decision was made”, and that is how he has consistently interpreted this language in the policy.

Motion by Frederick to approve as presented. Second by O’Day. All aye, motion carried, including YIG. Supervisor Frederick also requested a review of the policy regarding the grievance procedure at the January or February Finance & Administration Committee meeting. Corporation Counsel and Human Resources to coordinate to make sure policy reflects Corporation Counsel Opinion on the process.

The special meeting scheduled for October 31, 2018 regarding the grievance policy was cancelled.

POLICY RESOLUTION – 2019 Kenosha County Budget (2:20:31)

Barna Bencs, Budget Director, presented the Policy Resolution. Further clarification on paragraph 3, page 11, regarding excess awarded grant funds to be coordinated with Corporation Counsel and brought back to a special meeting Wednesday, November 7th of the Finance & Administration Committee. Staff to inform the committee if the MOU regarding Hwy H has been received at the November 7 meeting.

Motion by Gentz to remove paragraph on page 15 that was suggested to be added regarding \$100,000 for outside legal counsel. Second by O’Day. All aye, motion carried, including YIG.

Page 20, second paragraph, will remove October 20 reference and replace with May reference regarding Chart of Accounts.

Page 32, Attachment B, was discussed regarding the General Fund Unassigned Fund Balance. Motion by Gentz to remove. Second by Wamboldt. Motion carried on the following roll call vote: Gentz – aye; Frederick – no; Kubicki – aye; Wamboldt – aye; O’Day – aye; Rose – aye. YIG Katt – aye.

Motion by O’Day to approve the 2019 Budget and Budget Resolution as amended and return November 7, at 6:30 p.m. to review language regarding excess awarded grant funds. Second by Gentz. All aye, motion carried, including YIG.

It was noted that the first reading of the 2019 Budget will be heard by the County Board November 7th and the second reading will be November 8th. The bonding resolution will also be reviewed November 8th by the County Board.

Motion by Kubicki to adjourn. Second by Gentz. All aye, motion carried, including YIG. The Committee adjourned at 9:10 p.m.

Respectfully Submitted,

Recording of the minutes is available.

Prepared by: April Webb, Senior Administrative Assistant