

PROCEEDINGS OF THE
ROCK COUNTY BOARD OF SUPERVISORS

Janesville, Wisconsin
November 5, 2012

The Rock County Board of Supervisors met pursuant to adjournment on November 5, 2012, at 9:00 A.M. in the Courthouse at Janesville, Wisconsin.

Chair Podzilni called the meeting to order. Supervisor Sweeney gave the invocation.

3. Roll Call. At roll call, Supervisors Peer, Grahn, Beaver, Fox, Brown, Yankee, Gustina, Bussie, Rundle, Thomas, Kraft, Fell, Howland, Sanders, Nash, Brill, Wiedenfeld, Jensen, Bostwick, Sweeney, Collins, Owens, Yoss and Podzilni were present. Supervisors Arnold, Heidenreich, Mawhinney, Knudson and Wopat were absent. PRESENT – 24. ABSENT – 5.

QUORUM PRESENT

4. Adoption of Agenda.

Supervisors Collins and Bostwick moved to the Agenda as presented. ADOPTED as presented. Agenda is as follows:

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
9. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
10. REPORTS
11. UNFINISHED BUSINESS
12. NEW BUSINESS
 - A. Supplementary Appropriations and Budget Changes – Roll Call
 - B. Bills Over \$10,000 – No Roll Call
 - C. Encumbrances Over \$10,000 – Roll Call
 - D. Contracts – Roll Call
 - E. Review of 2013 Recommended Budget with County Administrator
13. ADJOURNMENT

7. Citizen Participation, Communications and Announcements.
No citizens addressed the Board.

- 12.E. Review of 2013 Recommended Budget with County Administrator.

Rock County Administrator, Craig Knutson, gave a thorough review of the 2013 recommended Budget, beginning with Rail Transit in the back of the budget book.

RAIL TRANSIT

Rock County's share of funding for Rail Transit is \$28,000, with \$27,000 coming from the tax levy and \$1,000 from a fund balance application. There were no questions.

PUBLIC WORKS

The Public Works Budget is divided into three divisions: Parks, Airport and Highway. Mr. Knutson noted that the Parks budget uses \$134,738 in ATC funds for the County share of capital projects as outlined in the budget. Also, nearly \$43,700 of ATC funds are used for a Community Coordinator position. The recommended tax levy for Parks Operations is \$503,505, which is \$22,810 or 4.7% higher than the prior year.

The Airport includes several capital projects, and is recommending \$463,000 in county funding to complete these projects. The largest of the projects continues the reconstruction and renovation of the Terminal. The requested \$250,000 is the county share of Project #2 on the Terminal. Funds budgeted in prior years are sufficient to cover the county share; therefore no additional County funding is included in the 2013 budget. The tax levy is \$23,595 less than the prior year.

The recommended levy increase of the Highway division is \$34,114, or 1.2%. The construction budget of \$2.6 million is funded with \$104,000 of State Aid and \$2.5 million in deferred financing. Also included in the budget is \$1,190,000 in deferred financing for proposed Federal Aid projects, most of that going towards the CTH G project. \$213,289 in sales tax funding is included for seal coating. The tax levy for the department as a whole is an increase of \$33,329 or .9% compared to the prior year.

PUBLIC SAFETY AND JUSTICE

The Public Safety and Justice Committee section consists of eight departments, beginning with the Sheriff's Office. The budget includes one additional patrol deputy, plus converting the Site Supervisor of the RECAP program from a contracted position to an in-house position, so a net increase of 2FTE positions. The Diversion programs continue to be working well and plan on moving physically from the Health Care Center to the Adolescent Services Building in 2013. The Emergency Management function of the County is being incorporated into the Sheriff's Office and the Sheriff will be designating a Sergeant as the full time Emergency Management Coordinator. The tax levy is up \$517,220 or about 2.7%.

The Court System is composed of seven branches of the Circuit Court. Included in the system are the seven judges and their staffs, the office of the Clerk of Courts, the Court Commissioners and the office of Mediation and Family Court Services. The indigent counsel fees have gone down some with the new fee schedule effective 2012. The tax levy as a whole is up \$18,217 or .8% over the prior year.

The Rock County Communications Center provides a single answering point and telephone number for Rock County citizens in the event of emergencies and provides all public safety agencies within Rock County with efficient and effective dispatch services. The budget includes \$747,107 in sales tax revenues to fund the 9-1-1 Telephone replacement, Regional Network Controller Backup and the Digital Voice Recorder Upgrade. The tax levy is up \$145,965 or 3.7% over the prior year.

The District Attorney is composed of three programs: Prosecution, Victim/Witness Program and the Deferred Prosecution/Domestic Violence Intervention Program. State Aid cuts are again hitting the Victim/Witness Program. In 2011, we received 61% of our costs in state funding, 2012 anticipates an estimated reimbursement level of 45%. The Victim Witness budget for 2013 increases the tax levy \$23,200 or 11% to fill this shortfall. The levy for the DA's Office as a whole is going up 3.6% or \$49,445.

Emergency Management is being incorporated into the Sheriff's Office in 2013. The only funds set aside are to pay out Ms. Connors retirement.

The Coroner's budget adds a .4 Deputy Coroner position at a cost of about \$14,500. Mr. Knutson is recommending a reduction of \$2,660 in per diem deputies. As a whole the levy is down by \$11,801, or 3.5%.

The Child Support Enforcement office reduced four FTE positions in 2012. The 2013 budget is a cost to continue budget with level staffing. The tax levy is up \$16,044 or 2.4%.

The contributions to the Rock Valley Correctional Programs, Inc. are being recommended at the same level as 2012, for a total of \$73,505.

PLANNING AND DEVELOPMENT

The Real Property Description Department has two major functions. One function involves maintaining descriptions of real and personal property to produce assessment rolls, tax rolls and tax statements. The second function involves preparing and updating of property division maps. This is a cost to continue budget with levy increase of \$2,480 or 1.4%. Also included in the comments is the land records budget which is totally offset with revenue and fund balance applications, therefore, there is no impact on the land records account.

The Surveyor budget announces the retirement of Surveyor, Don Barnes, after 37.5 years at the County. His last budget has an increase in the tax levy of \$1,020.

The services of the Planning, Economic and Community Development Department are summarized in the Charter and contain a number of different accounts. Staffing reductions in this area include the elimination of one FTE Housing Specialist and .7 FTE of a Planner II position. Changes to the fee schedule are also taking place. The tax levy is decreasing \$3,328.

The Tourism Council will continue to be funded at \$5,500.

ARROWHEAD LIBRARY SYSTEM

The tax levied by the County for the Arrowhead Library System is levied only on property in the Townships and the Village of Footville. All other municipalities have municipal libraries and are exempt from the tax. The money levied is returned to the member libraries to "pay" for services to rural residents. The requested levy of \$1,038,501 is a decrease of \$31,292 or 2.9%. It includes the payments mandated by state law and the agreement to reimburse at 100% of the formula amount, this is recommended. The tax levy does not count against the County's levy limit under state statutes.

HUMAN SERVICES

The 2013 budget request for the Human Services Department totals \$56,427,462, which is an increase of \$3,849,250 from the original 2012 Budget. This is a very complex budget and complex operation and most of the services are programs that are federally mandated. Mr. Knutson encouraged all to review the detailed information included in the comments, but did wish to point out that the 2013 budget includes the establishment of an Aging and Disability Resource Center (ADRC). The future of Family Care is still unclear.

There is sufficient state and federal funding to set up and operate the ADRC. It includes the addition of 14 new positions to staff the ADRC at the Job Center. Long Term Support Manager Jennifer Thompson will work as both the Long Term Support and ADRC manager. The budget for next year also assumes the responsibility for the Children's Long Term Waiver program, from the DD Board. The levy for Human Services is increasing \$117,795 or .61% over the prior year. Mr. Knutson praised the staff working in these divisions for their ability to reduce the costs and streamline operations.

HEALTH SERVICES COMMITTEE – ROCK HAVEN

The new Rock Haven is nearing completion and the estimated date for residents to move from the old facility to the new Rock Haven is mid March, 2013. The budgeted census for 2013 assumes keeping 126 of the 128 licensed beds filled.

The budgeted patient mix is 105 Medical Assistance residents, 8 private pay residents and 13 Medicare residents. Therefore, we are assuming about 83% of the residents will be on Medical Assistance. Patient mix in terms of payment has a substantial financial impact on Rock Haven. The recommended levy for Rock Haven is \$4,437,817, which is \$699,205, or 13.6% less than the 2012 budgeted amount.

GENERAL SERVICES

The General Services Budget is contained in a number of accounts. The main General Services account funds the maintenance and operational costs for a number of County facilities, including the Courthouse, Jail, and UW-Rock County. It also funds the operating costs for Central Duplicating.

This budget includes a number of Capital Improvement Projects. One that was not specifically included in Mr. Knutson's comments is \$352,700 of funds designated for Jail project work. A total of \$1,711,000 in sales tax revenue funding is in this budget for the various projects. \$550,000 has been designated for the review and upgrades for courthouse security. The levy for the department as a whole is up \$120 over last year.

FINANCE COMMITTEE

The Finance Director has made several personnel changes within the department that has resulted in significant savings. One revenue neutral change is transferring the Rock Haven accounting staff over to the Rock Haven budget. The productivity improvements and cost efficiencies are in large part due to the investment in staff training, and that is why the levy is down by \$115,535 or 12.4%.

The Information Technology Department exists to expedite the work of the various operating Departments. There are a number of initiatives for 2013. In this budget is \$125,100 in sales tax revenues to fund these initiatives. The levy is up 3.9% over the prior year, or \$44,786.

The County Clerk budget is two accounts; one for general operations and the other for elections. The tax levy for general operations is \$132,054 which is an increase of 2.3% from last year. The tax levy for the election account is \$28,797 and is a decrease of \$47,360 over last year. It should be noted that the election account fluctuates significantly with the election cycle and odd years (2013) only have two scheduled elections in the spring.

The County Treasurer has two major sources of revenue: Interest on Investments and Interest and Penalties on Delinquent Taxes. The interest on investments for next year is estimated at \$252,700, or \$195,000 less than this year. This is funding that will not be available in 2013 for County operations. Interest on Delinquent Taxes is the other major source of revenue. Income from this source is projected to be \$2,136,941 in 2012 and \$2,013,807 in 2013.

The Treasurer also collects "Fees" from the municipalities for collecting taxes for the municipalities. Twenty of the county's 28 municipalities choose to have the Treasurer collect taxes for them. Each municipality is charged \$100 plus 55 cents per parcel collected in 2013. Overall the total revenue in this budget is going down \$312,436 and will not be available to fund County operations.

The majority of revenue the Register of Deeds receives is in fees for real estate transactions and registering. Legislation passed in 2010 changed the real estate registry fee structure from a per page charge to a flat fee of \$30. One vacant Real Estate Optical Imaging Specialist position is being cut in 2013, however, if the work load increases in the Real Estate area that position can be reviewed and possibly added back. \$75,000 is dedicated to scan 381 deed record books that date from 1834-1935.

The recommended budget contains \$316,665 of revenue in excess of expenditures, which will go toward offsetting the County property tax levy. That figure is \$71,430 or 29.1% more than the amount used last year.

EDUCATION, VETERANS AND AGING SERVICES COMMITTEE

Rock County provides a sizeable and varied program of services for senior citizens funded largely from Federal and State grants. Transportation is one of the major program areas provided by the department and is primarily funded by State Aid through the WI Department of Transportation. Three vans are being replaced in 2012. One meal site is scheduled to be closed in Beloit in 2013 leaving 5 sites. The tax levy is up \$2,842 or 2.2%.

The Veterans Service Office operates out of two locations: Janesville and Beloit. This is a cost to continue budget. One copier and one PC are scheduled for replacement. Also, Mr. Solis will be serving as President of the County Veteran Service Officers Association of Wisconsin in 2013 and Rock County will host the State Conference next fall. No additional funding is included in the department request for this. The tax levy recommended for Veteran Services is going down by \$8,025 or 3% from the prior year.

Contributions to Heritage Rock County and RSVP of Rock County are the same as in 2012.

DEVELOPMENTAL DISABILITIES

The tax levy request and recommendation is \$177,467 or 4.8% more than the prior year. The comments section details some of the recommendations and John Hanewall also handed out a letter from the DD Board explaining the budget decisions.

COUNTY BOARD STAFF

The Administrator's Office consists of five positions including the County Administrator, two Assistants to the County Administrator, a Criminal Justice System Planner/Analyst, and a Confidential Administrative Assistant. This is a cost to continue budget. The levy is going up \$961 over last year.

The Corporation Counsel's Office currently includes eight Attorneys. The only change in this budget is the reduction of a .5 FTE Deputy Counsel position resulting in a levy decrease of 13.9% or \$66,695.

The Human Resources Department (HR) has been concentrating on safety guidelines, procedures and training. The timing of this was excellent in that the State conducted an audit and found a number of areas where improvement was needed but also acknowledged that the County was working on improving compliance. There is \$50,000 in this budget for professional assistance in the area of safety training and guidelines. This is partially offset through charging back various departments for worker safety, such as the Public Works Department. The tax levy is going up \$3,565.

BOARD OF HEALTH

The Public Health Department performs a wide variety of services in two general areas of Public Health Nursing and Environmental Health. There are personnel changes in the area of the Brownfield grant. A .4 Sanitary II and .6 Health educator position are being added for the duration of that Grant as limited term positions. A .6 FTE Public Health Support Specialist and a .4 Sanitary I position are being eliminated in the general budget as well. There are some small fee changes in the Fee Schedule included in this budget. The tax levy is up \$18,925 or .8% from the prior year.

AGRICULTURE AND LAND CONSERVATION

The UW Extension Office provides programming in three program areas: Agriculture and Natural Resources, Family Living and Nutrition Education, and 4-H Youth Development. Beginning in April of 2013, the 4-H Club Advisor position will be funded at 40% County, 40% State and 20% 4-H fee cost share. There have been staff reductions in this office and that means the levy is going down \$9,355 or 3.1%.

The 4-H Fairgrounds budget includes \$62,155 for capital improvements for a total budget of \$132,800. The cell tower lease payments and rent revenues cover \$89,300 of the total budget. Carryover funds cover \$15,000 and sales tax revenue of \$28,500 is also included, therefore there is no property tax levy.

The Farm shows a profit of \$104,237 which will go to offset the property tax levy.

The Land Conservation Budget includes a lot of information that details the various functions. The levy is going up \$15,461 or 10.4%.

COUNTY BOARD

The County Board account is a cost to continue budget and remains relatively the same as last year. The tax levy is \$173,299, which is \$1,403 or .8% less than last year.

13. Adjournment.

Supervisors Grahn and Fell moved to adjourn at 10:52am to Wednesday, November 7, 2012 at 6:00 P.M. for the Public Hearing on the recommended 2013 Rock County Budget.

ADOPTED by acclamation.

Prepared by Lorena R. Stottler, County Clerk
NOT OFFICIAL UNTIL APPROVED BY THE COUNTY BOARD.