

Waukesha County Board of Supervisors

**Minutes of the Finance Committee
Wednesday, October 20, 2021**

Chair Heinrich called the meeting to order at 8:15 a.m.

Present: Supervisors Jim Heinrich, Duane Paulson, Tom Michalski, Tyler Foti, Joel Gaughan, and Larry Nelson. **Absent:** Ted Wysocki.

Also Present: Chief of Staff Sarah Spaeth, Legislative Policy Advisor Alex Ignatowski, Administrative Specialist Mary Pedersen, UW-Extension Director Jerry Braatz, Bridges Library System Director Karol Kennedy, Human Resources Committee Chair Dave Zimmermann, Chief of Staff Sarah Spaeth, County Clerk Meg Wartman, Chief of Staff Shawn Lundie, Office Services Coordinator Kristin Bendlin, County Board Supervisor Darlene Johnson, Deputy Treasurer Terry Schultz, and Senior Financial Analysts Stephanie Kirby and Alex Klosterman.

Discuss and Consider 2022 Operating Budgets for the Following Departments:

UW-Extension

Braatz discussed the proposed 2022 operating budget for UW-Extension as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. Both revenues and expenditures total \$432,207 – an increase of \$2,724 or 0.6% from the 2021 budget. The County tax levy totals \$360,763 – an increase of \$10,000 or 2.9%. The number of full-time equivalent positions decreased 0.70 for a total of 2.00. No major concerns were voiced.

MOTION: Nelson moved, second by Michalski to tentatively approve the 2022 operating budget for UW-Extension. Motion carried 6-0.

Bridges Library System

Kennedy discussed the proposed 2022 operating budget for the Bridges Library System as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. Revenues total \$2,664,198 – an increase of \$258,916 or 10.8% from the 2021 budget. The County tax levy totals \$3,706,706 – an increase of \$46,928 or 1.3%. Expenditures total \$6,358,404 – an increase of \$311,342 or 5.1%. The number of full-time equivalent positions increased 0.30 for a total of 8.00. No major concerns were voiced.

MOTION: Nelson moved, second by Gaughan to tentatively approve the 2022 operating budget for the Bridges Library System. Motion carried 6-0.

County Board

Spaeth discussed the proposed 2022 budget for the County Board Office as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activity data. Revenues and expenditures (all tax levy) total \$986,697 – a decrease of

\$53,303 or 5.1% from the adopted 2021 budget. The total number of FTE positions decreased 1.00 for a total of 3.89. No major concerns were voiced.

MOTION: Paulson moved, second by Foti to tentatively approve the 2022 operating budget for the County Board Office. Motion carried 6-0.

Approve Minutes of October 6, 12 & 13 (2 sets)

MOTION: Foti moved, second by Gaughan to approve the minutes of October 6, 12 & 13 (2 sets). Motion carried 6-0.

County Clerk

Wartman discussed the proposed 2022 budget for the County Clerk's Office as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activity data. Both revenues and expenditures total \$702,056 – an increase of \$97,546 or 16.1% from the adopted 2021 budget. The County tax levy totals \$334,810 – a decrease of \$9,000 or 2.6%. The total number of full-time equivalent (FTE) positions increased 0.51 for a total of 5.51. No major concerns were voiced.

MOTION: Michalski moved, second by Nelson to tentatively approve the 2022 operating budget for the County Clerk's Office. Motion carried 6-0.

County Executive

Lundie and Bendlin discussed the proposed 2022 budget for the County Executive's Office as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, and program highlights and activity data. Revenues and expenditures (all tax levy) total \$636,865 – an increase of \$15,000 or 2.4% from the adopted 2021 budget. The total number of FTE positions remains unchanged at 4.65. No major concerns were voiced.

MOTION: Foti moved, second by Paulson to tentatively approve the 2022 operating budget for the County Executive's Office. Motion carried 6-0.

Ordinance 176-O-075: Cancel 2018 Unredeemed Checks Issued By County Treasurer

Reeves discussed this ordinance as outlined. Upon approval, uncashed checks on the list referenced by the ordinance will be cancelled and funds totaling \$13,088.18 will be placed in a liability account of the Unclaimed Property Fund. Pursuant to Wisconsin Statue 59.64(4)(e), any individual or entity in whose favor the checks were drawn shall have six years from the date of passage to have the check reissued without interest. The funds for any new check issued and cashed will be drawn from the liability account. Whatever funds remain unclaimed after six years will be transferred to an appropriate revenue account in the General Fund. During the six-year period of time, the funds will be invested and the investment income earned will be allocated to the General Fund. This ordinance requires no additional tax levy

MOTION: Paulson moved, second by Gaughan to approve Ordinance 176-O-075. Motion carried 6-0.

Closed Session

MOTION: Paulson moved, second by Foti to convene in closed session at 10:19 a.m. pursuant to Section 19.85(1)(g), Wisconsin Statutes, to confer with staff and Corporation Counsel who is rendering oral advice concerning strategy to be adopted with respect to the potential compromise of pending litigation, Michelle Magedanz vs. County of Waukesha. Motion carried 6-0.

Open Session

MOTION: Paulson moved, second by Foti to approve the Limited Compromise Agreement, Michelle Magedanz vs. County of Waukesha. Motion carried 6-0.

Next Meeting Date(s)

- October 22
- October 25

Announcements

Spaeth noted the budget amendment deadline is November 2 at noon.

Legislative Update

Ignatowski gave an update on several state bills the County is currently tracking.

MOTION: Paulson moved, second by Foti to adjourn at 10:33 a.m. Motion carried 6-0.

Respectfully submitted,

Thomas A. Michalski

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Secretary