

INDEX TO ATTACHMENTS TO THE LETTER TO HUDSON COMMON COUNCIL

1. Attachment #1 is the letter of concern sent by the River Falls Public Library to the St. Croix County Board of Supervisors dated August 5, 2002
2. Attachment #2 is the Minutes of the St. Croix County Finance Committee meeting of August 9, 2002. Beginning on page 3, it identifies concerns raised and in response the then Hudson Library President, James O'Connor offers assurances that the Joint Library did not intend to harm any other libraries.
3. Attachment #3 is the one page flyer dated September 6, 2002 that had been prepared by the then Hudson Library President, James O'Connor and delivered to the librarian at the Somerset Public Library.
4. Attachment #4 is the Minutes of the St. Croix County Finance Committee meeting of September 10, 2002. Beginning on page 3, it refers to the President of the Hudson Library assuring the members of the Finance Committee that the HAJL will reimburse the other libraries in the County. Area librarians expressed their consent to the creation of the joint library, "as long as it makes provisions for loss of rural circulation." Motion made by Clarence Malick and seconded by Stan Krueger to grant the request "*contingent*" on contractual language included regarding paying loss of rural circulation and contract supplemented by resolution of other Towns included in the Joint Library System. Motion carried." [Emphasis added].
5. Attachment #5 is the Minutes of the County Board meeting of October 29, 2002. On page 3, Supervisor Wentz requested that these words be made part of the record. "WHEREAS, pursuant to discussions with the Finance Committee, the mayor of Hudson, President of North Hudson and Chairman of the Town of Hudson have all acknowledged that the joint library board intends to reimburse any public library in the County for any negative financial impacts for loss of collections for "rural circulation" that would have been received had the joint library members remained subject to the County library tax levy." Motion carried to adopt.
6. Attachment #6 is the RESOLUTION NO. 28 (2002). The Whereas clause required by the County Board is found at on the first page.
7. Attachment #7 is the Minutes of the St. Croix County Finance Committee meeting of July 10, 2003. Beginning on page 6 in the third paragraph, it has President O'Connor indicating there was an offer and agreement made. Malick states that if President James O'Connor now attempts to exclude the Village of North Hudson, it would be "a breach of faith and added it was a critical element that the Finance Committee built the County resolution the way it did."
8. Attachment #8 is a copy of Wis.Stat. Section 43.11(e).
9. Attachment #9 is the 2012 HAJL Budget. It includes information for 2010 and 2011 for the amount of County funding coming into the HAJL and the amount of reimbursement payments to be made by the HAJL to its neighboring libraries.
10. Attachment #10 is the 2013 HAJL Budget with again a \$0 funding increase from the 4 municipalities. It also shows the increase in County funding and the projected decrease in the obligation owed by the HAJL to its neighboring libraries for 2013.



8/15

140 Union Street
P.O. Box 45
River Falls, WI 54022
715-425-0905
715-425-0914 Fax
rfpublib@presenter.com

RIVER FALLS PUBLIC LIBRARY

August 5, 2002

St. Croix County Board of Supervisors
St. Croix County Courthouse
1101 Carmichael Road
Hudson, WI 54016

To Whom It May Concern:

We, the River Falls Public Library Board of Trustees, would like to express our concern in regard to the Hudson Public Library Board's proposal to form a joint library with the towns of Troy, Hudson, St. Joseph, and the village of North Hudson. The proposal states that the additional money is necessary to allow the library to expand their space and their services. At this point, both the towns of Troy and St. Joseph have turned down the proposal. However, the town of Hudson has consented. Our concern stems from the potential loss of funding to our library. The proposal states that the joint library will actually increase county monies for libraries, but when municipalities become part of a joint library, they can petition to exclude themselves from the County library levy, meaning that any library with circulation from those municipalities may no longer request reimbursement. Any and all monies levied for library support will go exclusively to Hudson Public Library.

So far in 2002, River Falls Public Library has circulated 1631 items to residents in the Town of Hudson and 465 items to residents of North Hudson. Using our 2001 cost per circulation at 70% (per Act 150) of \$2.15 as an example, that is already a \$4500 loss to the River Falls Library, with 5 months yet to go in the year.

[1631 + 465 = 2096 items / 2096 x \$2.15 = \$4506.40]

Libraries work together in a spirit of great cooperation. The MORE consortia, which encompasses most of the libraries in St. Croix County allows open access to multiple library catalogs and requires just one library card for use in any MORE library. While we applaud and empathize with the Hudson Board's desire to improve their facility and services, we also believe this proposal is detrimental to the services already offered by River Falls Public Library and has the potential to create discord among libraries in the county. We therefore respectfully ask that you reject this proposal.

Thank you for your consideration.

Sincerely,

Margaret Baldwin, president
River Falls Public Library Board of Trustees
River Falls Public Library
P.O. Box 45
River Falls, WI 54022

1

ST. CROIX COUNTY
NOTICE OF COMMITTEE MEETING

TO: Chairman Buck Malick
St. Croix County Board
FROM: Tom O'Connell
COMMITTEE TITLE: Finance
DATE: Friday, August 9, 2002 8:30 A.M.
LOCATION: Room 1281, Government Center, Hudson
CALL TO ORDER
ROLL CALL
ADOPTION OF AGENDA
DATE OF NEXT MEETING: September 10, 2002 8:30 A.M.

ACTION ON PREVIOUS MINUTES

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Review of Vouchers
2. 2003 Budget Review
 - a. Personnel Positions Discussion
3. Building Maintenance Report
4. Information Services Report
5. Finance Report
 - a. 2001 Audit Report – Tracey & Thole – 9:15 a.m.
 - i. Future GASB 34 Requirements
 - b. Review of Financial Reports
 - c. Review of PTO Accounting
6. Hudson Joint Library Proposal Presentation– 10:00 a.m.
7. Corporation Counsel Report
8. Clerk's Report
 - a. Request to Exceed Lodging Rate for WCA Conference
9. W-2 Report – John Borup
10. Risk Manager's Report
11. Administrative Coordinator's Report
 - a. 2003 Budget Proposal
 - b. Review of County Investment Policies
 - c. Request to Exceed Lodging Rate for WCA Conference

CORRESPONDENCE:

ADJOURNMENT (Agenda not necessarily presented in this order)

Date: July 30, 2002

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****ADDITIONS/CHANGES/CORRECTIONS**

#2

MINUTES of the ST. CROIX COUNTY FINANCE COMMITTEE
Meeting of August 9, 2002

The meeting was called to order by Tom O'Connell, Chair, at 8:30 AM.

Roll call was taken with O'Connell, Ralph Swenson, Stan Krueger, Clarence Malick and Esther Wentz in attendance. Also in attendance for all or part of the meeting were Administrative Coordinator Chuck Whiting, Corporation Counsel Greg Timmerman, Judy Wiff, media, and Finance Director Rich Loney with Loney serving as the recording secretary. Tom O'Connell left the meeting at 10:30 AM.

A motion was made by Wentz, seconded by Krueger, to adopt the agenda. Motion carried.

It was noted that the next meeting is scheduled for 8:30 AM on Tuesday, September 10, 2002.

A motion was made by Malick, seconded by Wentz, to approve the minutes of the previous meeting. Motion carried.

Wentz had met with Loney prior to the meeting to review the bills. A motion was made by Wentz, seconded by Swenson, to approve the vouchers for payment. Motion carried.

Budgets for 2002 and 2003 were discussed. Malick said he was trying to be conservative with authorizing Board members attendance at meetings, conferences, etc. Whiting said that departments are working on their 2003 requests and that he has not been hearing of any issues that have arisen which have not been previously discussed. Malick questioned the rate allowed for personal use of employee's vehicles, currently at \$.365 per mile, the Internal Revenue Service (IRS) allowed rate. This was discussed with points raised about the IRS rate vs. the state rate, etc. A motion was made by Malick to budget for 2003 at \$.38 per mile with actual reimbursement to be at the IRS rate. The motion failed for lack of a second.

The Committee discussed new position requests. Whiting said that, according to the budget timetable for 2003, this is the meeting where Finance should have its review. The Personnel Committee has scheduled their review for Wednesday, August 14th, and Whiting asked if Finance wanted a special meeting between August 14th and the County Board meeting on the 20th to review. He said the amount of the requests is currently at approximately \$744,000. O'Connell said he felt consideration should be given to holding a special meeting for this purpose. Swenson said he was reluctant to approve any new positions without seeing the budget in total, thereby having an opportunity to look at trade-offs in case not all requests fit within the overall budget framework. He does not want to look at pieces of the budget isolated from other pieces. Krueger said he agreed with the approach of looking at the total budget picture. This was discussed with Malick saying he would ask the Personnel Committee to request that parent committees prioritize these positions in their budget requests. Timmerman suggested that this could coincide with the initial looks at the budgets. Approval at this step would then carry to step #2. The consensus was to wait and have those positions approved by the Personnel Committee included in initial budget submittals. Malick said he would expect a Personnel Committee review of the position requests based on organizational charts, position descriptions, etc., not dollars. The full position review process was discussed. Swenson expressed his opinion that, if Personnel denies a position request, Finance should not be viewed as an initial point of relief. Timmerman said our organizational structure does not allow the Finance Committee to override denial by another committee (in this case, the Personnel Committee). Wentz said she would like to know what positions are being requested by other committees. Krueger said he felt we should have more information on these requests.

Dawn Budrow gave the risk management report. The Worker's Compensation report she had prepared was reviewed with it noted that there have been 68 claims to date in 2002. The Committee was interested in comparing the number of claims to date to total number of personnel covered. Proposed informational budgets for Worker's Comp. and Property & Liability were reviewed and discussed. These would be budgets meant to track various items of expenses for 2003 outside of the normal budget process. Various points relating to this were discussed. Budrow said she plans to look into the possibility of looking at various levels of deductible for building insurance if allowed by our carrier, the Local Government Property Insurance Fund. A motion was made by Malick, seconded by Wentz, to approve the informational budgets as presented, including the wage and fringe benefit allocation. Motion carried.

At 9:30 AM the Committee met with Steve Tracey and Steve Scheidler, auditors, representing Tracey and Thole to review the recently completed general county audit for 2001. Tracey gave a general overview of the work performed. He noted that the financial position of the General Fund is good, with an undesignated, unreserved fund balance of approximately 27% of General Fund expenditures. A discussion followed on Fund carry forward items, or areas of the operation whose balances do not close to the General Fund balance at year-end and these items were noted in the audit report. Various major items of General Fund activity were discussed as were Highway Department operations, Worker's Compensation, Health Insurance and Property & Liability Insurance Funds. Regarding comments made in the Management Letter, segregation of duties was discussed at length. Swenson suggested the possibility of moving to a central point for the collection of all funds. Tracey said he had not seen this in other counties, although the possibility of looking at some sort of internal reporting of this was noted. Regarding the question of what is considered a "material" item, Tracey said a rule of thumb would be something involving 5% of a fund's operation. The policy on depositing collected funds will be discussed at the next meeting. Regarding the issue of cash reconciliation, Tracey said that, from a segregation of duties perspective, this function could reside in either the Treasurer's office or Finance. Loney noted that the 2002 cash reconciliation along with the outstanding check list have basically been completed through June.

The Management Letter noted the disparity between budgeted and actual revenue for the past three years. Jail inmate and bond trust accounts were discussed with Tracey noting that the bond issue noted last year has been corrected. The inmates trust account remains a project in process. Jail Capt. Karen Humphrey noted that Board of Prisoner revenue for 2002 was budgeted at \$980,455 and that, with \$366,245 received through July, the estimate for the year is \$766,000. She was encouraged to develop a most probable approach for the 2003 budget. Tracey commented on the Governmental Accounting Standards Board (GASB) Statement #34 that will take effect in 2003. This involves a change in audit reporting as well as the full depreciation of fixed assets. In response to a question from Swenson, Tracey said that the County is in no way "pushing the envelope" as far as accounting issues are concerned. Krueger questioned the level of outstanding fees in the Court system, an issue the audit does not report on. Malick noted that, with the imminent change in County Treasurer, training issues should not be overlooked. Also, this may be an appropriate time to look at any redefinition of duties in that area. Peer review discussed with Tracey saying that his firm is subject to this and have gone through it with an unqualified opinion given.

The Committee took a break until 11:15 AM.

Jail Capt. Karen Humphrey reviewed their medical line item for 2002, feeling they may be over in the range of \$10,000 - \$20,000, although she cautioned that this could be more as it is very difficult to predict. She also distributed their current jail census. The Committee also reviewed a memo from Mary Martell that projected Sheriff's Department overtime to be over budget at year-end by \$65,000, but wages to be under budget by \$100,000 due to vacant position and Worker's Comp. reimbursement situations.

At 11:20 AM, Jim O'Connor met with the Committee to discuss creation of a joint library with the City of Hudson, Village of North Hudson and Town of Hudson. Also sitting in for this discussion were Kathy Setter from the Deer Park Library, Norma Scott from Somerset, Nancy Miller from River Falls and Kay Walsh from the Somerset Library Board. The Towns of St. Joseph and Troy have also been included in discussion of this but, at this time, are not being considered for inclusion with Troy having tabled the issue because they could not find an approved way to divide the Town for library purposes and St. Joseph having had concerns and took no action on the request. However, Mr. O'Connor said they are planning to present a new proposal to St. Joseph in September. Both the Village of North Hudson and Town of Hudson were unanimous in their endorsement of this concept and it is necessary for the County Board to act on the request of a township to exempt itself from the library levy. Malick said he had received an advance copy of the proposal from Joe Feidt and had sent a copy to John Mortensen. Wentz questioned the impact of this to other libraries. O'Connor said it is not the intention of the Joint Library to harm any other libraries, that they want as much support as possible. He also stated that they would very much like to see the County continue the practice of funding libraries at the higher of the amount they received the previous year or 70% of the cost of their rural circulation as required by Act 150. Three possible scenarios for funding were reviewed. Wentz commented that, from the joint library proposal, it appears as though funding from the City of Hudson will remain at its current level but that funding from North Hudson and the Town of Hudson will rise. O'Connor said the proposal is to increase these rates until they are at the mill rate the City is currently at. He noted that the City currently funds approximately \$212,000 out of the total \$371,000 budget for the Hudson Library with City circulation being about 38% of the total for this library. The City feels they are contributing more than their fair share with the \$212,000 amounting to a mill rate of approximately \$.30 per \$1,000 of valuation. The joint library proposal does contain language that the city continue its funding at the current level until a uniform tax rate of approximately \$.21 per \$1,000 is achieved. O'Connor said he felt that, at current rates of growth, this would take about four years.

Wentz said she feels the City should fund any expansion planned, and that this not be placed on the backs of township residents. O'Connor noted that some funding shifts might result from formation of the joint library. The current County library funding was reviewed and it was noted that new equalized valuation figures to be used for apportionment of the 2003 budget would be out next week. The Committee discussed how library money is currently levied and distributed. Wentz said she would like more time to review the proposal to determine the actual impact for all libraries and municipalities. Timmerman said the law does allow the County Board to prevent towns from forming joint libraries, but that it cannot prevent villages from doing so. O'Connor said current plans are to establish the joint library effective January 1, 2003 and that they would like its structure in place for budget discussions. Swenson said he would favor waiting for new valuation amounts to be known to see the exact impact on all municipalities. O'Connor said that waiting until September 10th would also allow time to determine whether or not St. Joseph has agreed to the revised proposal.

Timmerman said this should be dealt with then at the September County Board meeting. It was also suggested that local officials, county librarians and representatives of IFLS (Indianhead Federated Library System) weigh in on this issue. Kathy Setter said the librarians are very concerned with continued funding levels for all libraries and the long-term impact of this. The definition of rural circulation from libraries was explained. Norma Scott discussed the Somerset Library and the growth they see in circulation to residents of the Town of St. Joseph. Nancy Miller reviewed these and similar issues from the perspective of the River Falls Library. A motion was made by Malick, seconded by Wentz, to table discussion of this issue. Wentz said she would like to see what the support levels for the Hudson library from the City of Hudson have been for the last five years. Motion carried. Malick expressed his feeling that this should be revenue neutral over the long haul for all local libraries.

There was no report from Building Maintenance.

Whiting said that the Information Services Committee has been discussing e-mail for Board supervisors and that a demonstration of this will be held at the August County Board meeting.

Timmerman reported on the potential local impact of two recent Supreme Court cases. The first relates to a maintenance issue at the Highway Department. In the past, if a county had discretion on an issue, it was immune from liability. The issue before the Court related to a branch that hung over the face of a road sign and was not removed. The Court viewed this as a public nuisance and, as such, something that must be corrected. The second case was a Dunn County appeals case where the Court ruled that cost cannot be the sole consideration when determining the most appropriate treatment for a Human Services case.

The Committee decided to defer the W-2 presentation.

Plans are to have the Highway Department 2003 budget review as part of the next regularly scheduled meeting on September 10th. Nursing Home operations are running within budget for 2002.

The Committee briefly discussed the Personal Time Off (PTO) plan St. Croix County has in place. Krueger said he would like to see an evaluation of the various provisions of the plan.

Whiting reviewed the proposed Administrative Coordinator's budget for 2003. He noted that, as was discussed earlier in the meeting, Budrow's wages and associated fringe benefits have been moved to the Worker's Comp. and Property & Liability Insurance funds where her time is spent. A motion was made by Malick, seconded by Wentz, to forward the budget to the formal review process. Membership in the International City Managers Association was discussed with Whiting saying he retains his membership and pays the dues himself. Swenson said he felt the budget should include funds for more staff development opportunities. The motion failed on a tie 2-2 vote.

Regarding county investment policies, Whiting and Loney suggested consideration of movement in other directions such as using certificates of deposit, current County depository investment divisions, money management firms, etc. It was decided to look further at this later in the fall, perhaps at the November meeting.

After brief discussion, a motion was made by Malick, seconded by Krueger, to approve using the going rate for lodging at the Wisconsin Counties Association (WCA) conference in Milwaukee. Motion carried.

After some budget discussion, Malick and Wentz both suggested moving slowly into consideration of a procurement management position, perhaps after 2003 budgets are complete in the November to January time frame. The consensus was that we should move slowly with this concept.

Regarding the next agenda, it was decided to place the issue of the joint library on at 11:00 AM. Swenson also requested discussion of handling of the farm account.

Malick noted the deadline for applying to WCA for board of directors positions is August 30th.

The meeting adjourned at 1:30 PM.

Stan Krueger
Secretary

Hudson Reimbursement to Other Libraries

September 6, 2002

The Hudson Library Board is planning to establish a Joint Library with surrounding municipalities in 2003. North Hudson and the Town of Hudson are planning to join, and St. Joseph is being invited to participate. Desiring support from Library Boards and Directors throughout the county, Hudson is offering to reimburse other libraries for the rural circulation funding they might lose from Towns that join the Joint Library.

The Hudson Area Joint Library will reimburse other libraries in St. Croix County for any shortfall between what they receive for library services from St. Croix County and the rural circulation funding that they would have received if no Towns participated in the Joint Library. Payments will be made annually upon application by each library, and will continue as long as the State of Wisconsin mandates reimbursement for rural circulation.

As an example, Somerset's 2001 circulation from the Towns of St. Joseph and Hudson was 2,345 items, and Somerset's circulation cost was \$2.97 each. If St. Croix County reduced Somerset's 2003 funding by \$4,875 ($2,345 \times \$2.97 \times 70\%$), the Hudson Area Joint Library would pay that amount to Somerset. Alternatively, if the County continues its practice of not reducing any library's support and pays Somerset the 2002 amount of \$42,237, Hudson will pay the difference between that amount and what Somerset would have received if the Towns were not in the joint library.

The same procedure will apply to all the other libraries. Existing County financing tables and library circulation data bases updated annually will provide uniform accounting for all concerned.

#3

ST. CROIX COUNTY
NOTICE OF COMMITTEE MEETING

TO: Chairman Buck Malick
St. Croix County Board

FROM: Ralph Swenson, Vice Chair

COMMITTEE TITLE: Finance

DATE: Tuesday, September 10, 2002 8:30 A.M.

LOCATION: Room 1281, Government Center, Hudson

CALL TO ORDER

ROLL CALL

ADOPTION OF AGENDA

DATE OF NEXT MEETING: September 18 and 19, 2002 8:30 A.M.

ACTION ON PREVIOUS MINUTES: August 9, 2002

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Review of Vouchers
2. Joint Meeting with Personnel Committee 8:45 a.m. Closed Session for purposes of Discussing Contract Negotiations Strategies per Wis. St. 19.85 (1)(e)
3. Review of 2003 Personnel Positions Budget Requests
4. Request from Personnel Committee re: Budget Instructions for 2003 Wages
5. Highway Department 2003 Budget Proposal 9:45 a.m.
6. Emergency Management and Communications Committee Request re: Action Request for Matching Funds for Defibrillator Grant 10:45 a.m.
7. Hudson Joint Library Proposal Consideration 11:00 a.m.
8. Building Maintenance Report
 - a. 2003 Building Maintenance Department Budget Proposal
9. Information Services Report
 - a. 2003 Information Services Department Budget Proposal
10. Finance Director Report
 - a. Cash Handling/Deposit Policy
 - b. County Retirement Obligations
 - c. 2003 Finance Department Budget Proposal
11. Corporation Counsel Report
 - a. 2003 Corporation Counsel Department Budget Proposal
12. Clerk of Court Report
 - a. 2003 Clerk of Court Department Budget Proposal
 - b. Personnel Positions Job Description Changes
13. Clerk's Report
 - a. 2003 Clerk's Department Budget Proposal
 - b. Room Rental Increase
 - c. Security Committee Budget
14. Risk Manager's Report
15. Administrative Coordinator's Report
 - a. Schedule for Budget Review for September 18 and 19
 - b. Affirmation of Date for County Board Budget Resolution

CORRESPONDENCE:

ADJOURNMENT (Agenda not necessarily presented in this order)

Date: August 29, 2002

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4

FINANCE COMMITTEE**Regular Meeting****September 10, 2002**

Meeting called to order by Vice Chair Swenson. Present: Stan Krueger, Esther Wentz, Ralph Swenson and Clarence Malick. One vacancy. Staff present: Administrative Coordinator Chuck Whiting, Finance Director Rich Loney, Corporation Counsel Greg Timmerman and County Clerk Sue Nelson. Others present: Committee members (listed later) and Judy Wiff media.

Motion by Krueger, 2nd by Malick to adopt the agenda. Carried. Next meetings are September 18 and 19, 8:00 a.m. for budget review. Finance Committee will also meet September 17 at 8:30 a.m. prior to the County Board meeting.

Motion by Wentz, 2nd by Malick to approve the August 9 minutes with the correction of all Highway Departments under the Corporation Counsel report regarding impact of two recent Supreme Court cases. Carried. Swenson thanked Loney for taking the August minutes.

Vouchers: Wentz and Swenson reviewed the bills and moved to approve all but one for \$145 to Five Star Detailing for cleaning and waxing a vehicle. Following discussion Loney explained this was a Zoning vehicle that was cleaned inside and out after being used in the field for their work. Motion to amend to include Payment of this bill by Wentz, 2nd by Swenson with the recommendation to find less expensive vehicle cleaning in the future. Carried.

County Clerk:

Room Rental Increase: Clerk Nelson requested the room rent for the large Community Room increase to \$50 for full day and \$25 for half day. Current rates are \$25 and \$15. Motion by Malick, 2nd by Wentz to increase the rates to \$50 and \$25 effective now with any new rentals booked. Carried.

Security Committee Budget: Committee Chair Sue Nelson reported this committee is to set a budget for 2003 and not request funds from the Contingency Fund. She outlined plans Committee has been discussing for abandoned vehicle towing signs, cement planter for front entrance, painting cross walks to Government Center entrances, copies of policy booklets for employees, attendance at Safety/Security seminars and a small amount for incidentals.

Motion by Malick, 2nd by Wentz to approve \$2000 for the 2003 Security Committee budget. Carried.

On behalf of both the Finance and Personnel Committees, a motion was made by Malick, 2nd by Wentz to move into closed session per WI Statute 19.85(1)(e) for the purpose of discussing contract negotiation strategies. Roll call vote: Swenson, Malick, Krueger and Wentz, all in favor. Personnel Committee members present: Chair Daryl Standafer, Julie Speer, Leon Berenschot, Richard King and Stan Krueger (also member of Finance).

At 9:30 AM, motion by Malick, 2nd by Krueger to return to open session. Carried. Motion by Malick, 2nd by Krueger to modify the budget instructions and ask that they include provision for a 3% increase in wages. It was also noted the instructions call for a 90%-10% employer-employee split in the cost of health insurance premium. Carried.

Request for October 1, 2002 Start Date for VOCA Position: Victim Witness Coordinator Ann Gustafson reported a Federal grant of \$35,140 has been received to make the Legal Advocate position full time. November and December are noted as crisis months, therefore the request is for this position to begin full time in October at a county cost of \$3519. Start date of November 1 would cost \$2346.50. Motion by Malick, 2nd by Wentz to approve the VOCA position starting November 1 thru December 2002 at a cost of \$2346.50 contingent upon approval of Public Protection and does not pre-approve the position for 2003; this approval must go through the budget process. Public Protection Chair Speer said this committee had approved the full time position for this October through December, 2002 and 2003 with a sunset clause.

Motion by Krueger, 2nd by Swenson to amend the motion to an October 1 start date with a County cost of \$3519.50. Motion to amend carried. Malick voted no. Main motion as amended carried.

Personnel Position Requests for 2003: Motion by Krueger, 2nd by Wentz to accept the summary listing of new position requests into the budget process with final review by Finance Committee and County Board. Carried.

Highway Department Budget: Committee Chair Richard King and members Jack Dowd, Charlie Grant, Highway Commissioner Dan Fedderly and Maintenance Supervisor Tim Ramberg present. Fedderly reported the only issue in the 2003 budget is the 2 or 3% wage increase. The total budget has a 2.25% increase. Machinery and materials funds remain at the same number; the only increase is labor.

The goal of the department is to offer the same level of services as in past years. The county Surveyor is also included in the Highway budget.

Malick asked about the possibility of adopting an Ordinance that would require a developer to pay all costs of the Highway Surveyor. This was agreeable to Fedderly. He also asked if Highway has the means to do central purchasing for county trucks and cars. Fedderly replied yes and said Ramberg could facilitate this.

Motion by Krueger, 2nd by Wentz to give formal approval to the Highway budget with no changes made until the County Board budget review. Carried. Chair and Committee commended Fedderly and the Transportation Committee for their good work in holding the budget line.

Schedule for Budget Review: Schedule was presented with the notation to add Economic Development and Library funding. Swenson suggested a summary of levy impact from 2002-2003 from each department.

Request for Matching Funds for Defibrillator Grant: Chair of Emergency Management/Emergency Communication Chuck Mehls reported United Way has approved an in kind contribution for four defibrillators to be located at the four county sites - Hammond, Baldwin, New Richmond and Hudson. County share would be \$5182 which would include the cost of training which is \$10.55 each for about 40 people. Emergency Management Director Jack Colvard recommended taking advantage of grants available.

Motion by Krueger, 2nd by Wentz to approve request to not exceed \$9,000 for training and equipment payable from the Contingency Fund. Malick said employees have enough to do and Swenson said it does not include other life saving measures. Wentz said a defibrillator allows time to save a life before an ambulance arrives. Tie vote: motion failed.

Hudson Joint Library Proposal: Jim O'Connor and Tom Irwin spokesmen from Hudson Library. Also present: Slator Lampman, Robin Flory, Hudson; Nancy Miller, River Falls; Kathy Setter, Deer Park; Norma Scott and Kay Walsh, Somerset and Sandy Robbers IFLS. Finance Director Rich Loney said the County reimburses the Libraries the higher number when compared to the Act 150 mandate compared to County funding rate.

O'Connor said the Hudson Area Joint Library will reimburse other libraries in St. Croix County for any shortfall in the circulation they will lose from Towns that join the Joint Library. So far the Village of North Hudson and Town of Hudson are planning to join and St. Joseph is invited to participate. O'Connor encouraged the county to keep the current level of supports. He estimates the joint library would pay between \$5,000 and \$10,000 next year.

O'Connor said all library users should pay the same amount and \$.21 per thousand is proposed for everyone. Currently the range is \$18 to \$.30. Several librarians present agreed with the proposal as long as it makes provisions for loss of rural circulation. Sandy Robbers from IFLS recommended a longer term of agreement; one year is too short because a municipality can opt out in six months.

Discussion on Library Board having authority to implement a contract rather than the local Council or Board. Connor said Chapter 43 gives Library Boards independent authority. Robbers said approval is needed from the County for Towns to join the joint library system.

Motion by Malick, 2nd by Krueger to grant the request contingent on contractual language included regarding paying loss of rural circulation and contract supplemented by resolution of other Towns included in the Joint Library System. Carried.

Finance Report and Budget: Rich Loney reported a balance of \$233,000 in the contingency fund (before action taken today). Sales tax collection is on track and may exceed the budgeted amount. The Nursing Home shows continued improvement in the cash balance which is \$482,000. Swenson requested August numbers be ready for Budget Review. The Board of Prisoners fund is down \$400,000 from projected revenue.

Loney distributed a policy on Depositing of Funds. Malick suggested taking one facet of revenue and see if control can be improved. Motion by Malick, 2nd by Wentz to affirm the policy but change the time limit for deposit from 10:00 to 10:30 am and modify the language for deposits before holidays. (Later in the meeting the County Treasurer affirmed this time would be workable in order to make the bank deposit.) Carried.

Loney is working with Personnel Director Kathan on retirement obligations and will address this at budget review. The Finance Dept. budget is -5.25% due to elimination of an employee. Clerk

of Court added a position and the Finance employee who previously worked in Clerk of Court will be full time in Finance.

Motion by Malick, 2nd by Wentz to approve the Finance budget. Carried.

Maintenance Report and Budget: Ralph Robole noted the budget has a 4.53% increase. He said the present fire alarm panel and system will have to be replaced at an estimated costs of \$50,000 to \$54,000. The company that made the ESA system is no longer in business and replacement parts and programming are no longer available. If we do not replace it now, it might have to be done on an emergency basis.

Swenson asked if Maintenance would be willing to work with the Highway Dept. on purchase of vehicles. Robole replied yes. Motion by Krueger, 2nd by Wentz to approve the Maintenance budget. Carried. The Committee thanked Robole for his good budget.

Computer Services: Director Tom Boron indicated a 2.46% increase. The budget includes purchase of Optical Scanning equipment in order to convert paper to electronic images and can be shared by other departments. Time and attendance software will be up soon. In regard to Visions used in the Sheriff's department and jail, Boron noted LaCrosse County has a full time technician working with the program and the City of Coon Rapids has a part time technician.

Motion by Malick, 2nd by Krueger to approve the budget with 3% wage increases, \$7500 for Time and Attendance and the SAGE program for the Nursing Home. Carried.

Corporation Counsel Budget: Greg Timmerman said this budget has a 4% increase with the largest item being a new computer desk and storage furniture. Building maintenance will divide the wall in the larger secretarial office so the two clerical can be in the same location. There will be a wall between with a door. This will provide better communication between staff. Wages and fringes make up 96% of this budget. Timmerman plans to codify Ordinances and Policies and Procedures. Motion by Malick, 2nd by Wentz to approve the Corporation Counsel budget. Carried.

Clerk of Court: Lori Meyer Frascht discussed the progress of collecting fines and fees. So far six people have paid by credit card and 5 of these were out of state. Many people fined, object to the 5% additional fee to use their credit card.

Motion by Malick, 2nd by Krueger to absorb the 5% collection fee from the Contingency Fund for the remainder of the year. Carried.

Frascht noted a potential court case that could have extra expenses of \$25,000 for Clerk of Court and \$50,000 for the District Attorney.

Following discussion on this situation, motion by Malick, 2nd by Wentz that a separate department be created for potential criminal case expense with a \$75,000 budget for 2003, accessible only to Clerk of Court and District Attorney and not subject to line item transfer. Carried.

Frascht had budgeted for video conferencing equipment and new file storage. Motion by Wentz, 2nd by Malick to table the video conferencing and file storage until September 18th meeting. Carried.

Discussion on updated job descriptions. Deputies' descriptions had not been done in 12 years and the 1st Deputy was done in 1998. Whiting stated union positions will be reclassified in the bargaining process. Frascht pointed out changes in 1st Deputy job description which includes many managerial duties. Motion by Malick, 2nd by Krueger to recommend this the 1st deputy position be a management position and not in the union. Carried.

Frascht pointed out no other counties have Clerk of Court deputies rated lower than a legal secretary and she supports a reclassification from a pay range 2 to a 4. Motion by Malick, 2nd by Krueger to forward the new Deputy Clerk job description to the Personnel Committee. Carried. Motion by Malick, 2nd by Wentz to forward the 1st Deputy job description for approval to the Personnel Committee with the addition of a minimum requirement of a four year degree or equivalent. Carried.

Budget Hearing for County Board: Date of October 29th was set. No meeting on October 13th. Finance Committee will meet at 8:30 a.m. on September 17 regarding Highway land sale.

Administrative Coordinator: Committee recommended Whiting place payment of the \$800 dues to the ICMA (International City/County Management Assoc.) in his budget and order the kit regarding the annual citizen survey.

County Clerk: Sue Nelson submitted the County Board, Committees and Commissions, Elections, County Clerk and Legal Publication

budgets. Motion by Krueger, 2nd by Malick to amend the budget and add two weeks pay for County Clerk assisting new Clerk as needed subject to mutual agreement. This would be listed in the Other Professional Services line item.

Discussion on eligibility for per diem by Supervisors.
Attendance at other Committee meetings is paid only if the Chair of the parent Committee approves.

Motion by Malick, 2nd by Wentz to approve the County Clerk's, Elections, Committees and Commissions, County Board and Legal Publication budgets. Carried.

County Treasurer: Mary Jean Livermore noted this budget is down by 8.25% because in 2002 she budgeted for the retirement of one employee. Motion by Wentz, 2nd by Krueger to have Treasurer's budget include two weeks of salary to help train the new Treasurer and to update to 3% increase in salaries. Carried.

Motion to adjourn by Wentz, 2nd by Krueger; meeting adjourned at 5:02 p.m.

Stan Krueger, Secretary

**NOTICE OF BUDGET MEETING AND AGENDA
ST. CROIX COUNTY BOARD OF SUPERVISORS**

October 29, 2002 9:00 A.M.
Government Center

CALL TO ORDER: Chairman Clarence Malick

INVOCATION: Pastor Lyonel Watkins, First Baptist Church, Woodville

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

REVIEW OF AGENDA

CONSENT AGENDA

(Consent agenda items are routine matters not requiring discussion or action, approved together in one vote. A supervisor may remove any consent agenda item for separate discussion and action).

1. Minutes of Previous Session
2. Date of Next Meeting – December 17, 2002 9:00 A.M.
3. Mileage and Per Diem

ANNOUNCEMENTS: 4-Hers Serving Ice Cream 10:00 A.M.

APPOINTMENTS:

ADMINISTRATIVE COORDINATOR REPORT

NEW BUSINESS

(Action on newly introduced motions, ordinances, resolutions or other matters)

1. 2003 Proposed Budget 9:05 A.M.
 - a. Presentation
 - b. Public Hearing (3 minutes per speaker)
2. Resolution Approving County Aid Bridge Construction
3. Resolution Approving County Aid Construction and Maintenance During Calendar Year 2003
4. Resolution Approving New Positions for 2003
5. Resolution Adopting 2003 Budget and Approving Other Expenditures
6. Resolution Approving Reimbursement Due Listing Officials for Listing Dogs for 2002
7. Resolution Approving Dog Damage Claims for 2002
8. Resolution Regarding Reimbursement of Erroneous Taxes
9. Resolution Regarding Cancellation of Checks
10. Resolution Regarding Joint Library for City of Hudson, Village of North Hudson and Town of Hudson
11. Highway Commissioner Vacancy – Supervisor King Report
12. Resolution Authorizing Conveyance of Real Estate
13. Report on Committee Denial of Rezoning from Ag. to Ag. Residential for John Schachtner, Town of Cylon
- *14. Rezoning from Ag. to Ag. Residential for James & Margaret Woodruff, Town of Troy

COMMITTEE AND BOARD REPORTS: Public Protection

APPLICATIONS FILED FOR ZONING ORDINANCE AMENDMENT

CORRESPONDENCE

ANNOUNCEMENTS:

ADJOURNMENT

(The Above agenda is not necessarily in order of presentations)

- * Changes or additions after Preliminary Agenda
- ** Late changes and additions

#5

ST.CROIX COUNTY BOARD OF SUPERVISORS

Budget Meeting

October 29, 2002

Meeting called to order by Chair Malick at 9:00 a.m. Invocation given by Pastor Lyonel Watkins, First Baptist Church, Woodville. Pledge of Allegiance was given to the American flag.

Roll call: 30 present, 1 absent and excused - Dan Raebel

Review of Agenda: Chair Malick outlined the budget procedure - a presentation will be given, public hearing held, and following the public hearing Supervisors will be given time for comments and questions.

Consent Agenda: Motion by Supr. Berenschot, 2nd by Supr. Wentz to adopt the consent agenda including approval of September 17 minutes, December 17th as date of next meeting and mileage and per diem total of \$15,539.25. Carried.

Announcements: 4-H'ers will serve ice cream during the 10:00 break.

2003 Proposed Budget: Finance Chair Swenson assisted by Administrative Coordinator Chuck Whiting and Finance Director Rich Loney provided a power point 2003 budget presentation.

The Finance Committee's budget objectives were outlined. There was a 15% increase in equalized value. The 2002 levy was \$16,453,629 and a \$3.80 mill rate; the proposed 2003 levy is \$18,872,644 with a \$3.80 mill rate (just a fraction less than 2002). Swenson noted 47% of equalized value was for new construction, 43% from economic change and 10% from other change. Residential value is 77% of the total equalized value.

Other budget review considerations were: Huber facility expansion moved to borrowing of \$1,474,714; additional revenue from collections of unpaid fines - \$60,000; Capital outlay items reduced \$27,100; refinancing of Government Center bonds in Oct. 2003; consideration of one or two new microwave systems for emergency Communications; five new positions with new Huber staffing delayed until 2004; seven positions moved from part time to full time, health insurance increase of 9.25% with 90/10 cost share and \$735,000 towards Building Fund.

Swenson reported the levy required for the Nursing Home is down \$497,498 to \$1,035,467. This does include \$250,000 to replenish the accumulated cash deficit from the home.

Finance Committee is recommending using a borrowing pool for replacement of two microwave systems for Emergency Communications estimated at \$1,600,000; storage building at Perch Lake - \$40,000 and Huber facility estimated at \$1,474,714. Also recommended is a building fund of \$735,000 to offset these costs in 2003 or for anticipated capital expenses later.

Two borrowing options were outlined: borrow the full \$3,114,714 with pay back at 4% for 10 years is approximately \$403,000 per year on the levy or apply \$735,000 of building fund, borrow remainder at 4% over 10 years for \$308,000 per year on levy.

The Employee Health Insurance increased 9.25% and the specific stop loss was increased by \$20,000 to \$70,000. The proposed 90/10 split would incur a monthly cost of \$88.53 to employees who are currently paying \$24:49.

New and adjusted personnel positions were reviewed and revenues outlined. (Complete report on file in the County Clerk's office.)

The public hearing was called to order by Chair Malick. Einar Horne, former Supervisor from the Town of Hudson spoke. Horne questioned why Perch Lake Park had not opened in August as was planned. He recommended no more funding for the Park until it opens. He commented Sheriff Hillstead does not like electronic monitoring but Horne believes this to be a better alternative to building a new Huber facility. Horne suggested Pierce County build a facility and St. Croix County rent from them. He commended the Nursing Home for their efforts in reducing losses.

No other members of the public appeared to speak and the public hearing was closed at 9:45 a.m. Questions and comments from Supervisors were heard.

Sheriff Hillstead responded to Mr. Horne's comments. The Sheriff believes if a person is sentenced, he/she should spend time in the County Jail. Electronic monitoring was started the end of May and is a stopgap for Huber sentencing. Many people are sentenced to Huber for DWI's and the Sheriff believes these are not good candidates for electronic monitoring. There are 24 people waiting for Huber and the next open date is February 14th; meanwhile these people are still on the streets.

Following the break, 4-H Ambassador Maureen Casey, a graduate of 4-H after 11 years of membership, told how 4-H developed her people skills and sense of responsibility. She reported on her experiences on the State level, her travels to Tennessee to visit 4-H'ers from that State and her trip to Washington, D.C. Ms. Casey thanked the Board for their support of the 4-H program. Applause.

Resolution #20 (2002): Adopting 2003 Budget and Approving Other Expenditures. Motion to adopt by Supr. Krueger, 2nd by Supr. Wentz. Supr. Swenson commented if the \$735,000 in the building fund is used for revenue shortfall from the State, it would only buy one year of relief. He is opposed to levying in advance.

Roll call vote: 27 yes, 3 no including Suprs. Dowd, Erickson and Swenson. Motion carried.

Resolution #21 (2002): Approving County Aid Bridge Construction. Motion to adopt by Supr. Grant, 2nd by Supr. King. Carried.

Resolution #22 (2002): Approving County Aid Construction and Maintenance During Calendar Year 2003. Motion to adopt by Supr. Peterson, 2nd by Supr. Bethke. Carried.

Resolution #23 (2002): Approving New Positions for 2003. Motion to adopt by Supr. Wentz, 2nd by Supr. Mehls. Carried.

Resolution #24 (2002): Approving Reimbursement Due Listing Officials for Listing Dogs for 2002. Motion to adopt by Supr. King, 2nd by Supr. Burri. Carried.

Resolution #25 (2002): Approving Dog Damage Claims for 2002. Motion to adopt by Supr. Berenshot, 2nd by Supr. Bethke. Carried.

Resolution #26 (2002): Regarding Illegal Taxes. Motion by Vice Chair Jacobson, 2nd by Supr. Swenson to adopt. Carried.

Resolution #27 (2002): Regarding Cancellation of Checks. Motion by Supr. Krueger, 2nd by Supr. Mortensen to adopt. Carried.

Resolution #28 (2002): Regarding Joint Library for City of Hudson, Village of North Hudson and Town of Hudson. Moved by Supr. Feidt, 2nd by Supr. Erickson to adopt. Supr. Wentz requested the fourth WHEREAS be part of the record as well as part of the resolution. This reads "WHEREAS, pursuant to discussions with the Finance Committee, the mayor of Hudson, President of North Hudson and Chairman of the Town of Hudson have all acknowledged that the joint library board intends to reimburse any public library in the County for any negative financial impacts for loss of collections for "rural circulation" that would have been received had the joint library members remained subject to the County library tax levy." Motion carried to adopt.

Highway Commissioner Vacancy: Transportation Committee Chair King announced Dan Fedderly was resigning as Highway Commissioner after 13 years with the County. Currently ads are being placed in

various newspapers. The Committee will conduct interviews, the person hired will be on a one year trial basis and then hired permanently if job performance meets expectations.

The Supervisors gave a standing ovation to Dan Fedderly.

Resolution #29 (2002): Authorizing Conveyance of Real Estate. Motion to adopt by Vice Chair Jacobson, 2nd by Supr. King. Fedderly explained the utilities were extended by the Village of Somerset to the new Highway Shop located there. In exchange for the extension assessment estimated at \$67,000, the County is conveying five acres to the Village of Somerset. The Highway Dept. will still pay the monthly charges for water and sewer. Carried.

Report on Committee Denial of Rezoning for John Schachtner: Motion to accept the denial by Supr. Jensen, 2nd by Supr. Zoerb. Jensen reported the Planning, Zoning and Parks Committee denied the rezoning because development for 7 or 8 homes would not be consistent with the agriculture preservation of the County Plan, the property has limited soils for on-site septic systems and the applicant has refused to submit further information requested. Motion carried to approve denial.

Ordinance #623 (2002): Rezoning from Ag. to Ag/Res for James and Margaret Woodruff, Town of Troy. Motion to enact by Supr. Jensen, 2nd by Supr. Burri. Carried.

Supr. Olson commented most of the Resolutions and Ordinances presented to the Board are not signed. She would prefer to know who signed in the affirmative and negative before voting on them.

Administrative Coordinator: Chuck Whiting indicated both candidates for Treasurer, if elected, would be willing to start earlier than January 6th. In November the Finance Committee will discuss the use and placement of defibrillators in County Government buildings.

Committee and Board Reports:

Health and Human Services: Vice Chair Berenschot relayed Kathy Dunlap's report that St. Croix County Family and Children's Services is the first County to be on-line with the State's Child Welfare System.

Public Protection: Chair Speer designated committee members to report. Supr. Olson said Sheriff Hillstead has indicated dramatic increases in child abuse and domestic abuse cases. Theft and traffic accidents have doubled over the last three years. There is an average of 20 traffic fatalities per year.

Supr. Mehls said the Medical Examiner Cindy Litzell checks all deaths of an unusual nature. Patrol Captain Bob Klanderman showed a break down of arrests and citations in his report. Adult arrests increased from 958 in 2000 to 1425 in 2001. So far this year 1287 adult arrests have been made. Operation Harvest is a new program implemented to collect unpaid fines. Tax intercepts will be used to help collect these fines. Victim Witness department addresses child abuse, elder abuse and domestic abuse.

Denise Gunderson noted the most significant crime problem in the District Attorney's office is methamphetamine. Gunderson complimented Child Support Director Katy Kapaun and her staff for completing the big conversion project that applied fixed dollar amounts for child support.

Sheriff Hillstead reported the jail population has switched rental inmates to County inmates. He predicts in three years there will be no space to rent. Twelve programs are offered along with GED and this helps inmates to find jobs and be more productive in society. The number of repeaters is dropping.

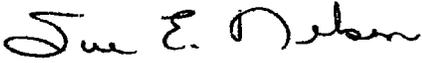
Applications Filed for Zoning Ordinance Amendment: All requests are for Ag. To Ag/Residential - Robert and Shirley Orf, Town of St. Joseph; Gloria Basel, Town of St. Joseph and Donald and Alice Ziegler, Town of Stanton.

Correspondence: Supr. Grant thanked Supervisors for cards and best wishes following his recent back surgery.

Announcements: Chair Malick announced no meeting is planned for November at this time and the Board meeting for December is the 17th. He thanked Finance Committee Chair Swenson and members of the committee for their good work on the 2003 budget. Malick commented the two meetings held with Committee Chairs prior to the budgeting process provided a more cooperative approach to budgeting.

Adjournment: Chair declared the meeting adjourned at 11:15 a.m.

Clarence Malick, Chair
St. Croix County Board of Supervisors


Sue E. Nelson
County Clerk

**RESOLUTION REGARDING JOINT LIBRARY FOR CITY OF HUDSON,
VILAGE OF NORTH HUDSON AND TOWN OF HUDSON**

RESOLUTION NO. 28 (2002)

ST. CROIX COUNTY, WISCONSIN

WHEREAS, Wisconsin Statutes §43.53 allows the creation of a joint library by any 2 or more municipalities located in whole or in part in the county by appropriate agreement of their governing bodies; and

WHEREAS, the City of Hudson, the Village of North Hudson and the Town of Hudson have expressed to the County their intention to create a joint library; and

WHEREAS, pursuant to Wisconsin Statutes §43.52(1m), the Town of Hudson needs approval from the Board of Supervisors to participate in the joint library; and

WHEREAS, the Town of Hudson has submitted a request for approval to participate in the joint library; and

WHEREAS, Wisconsin Statutes §43.64(1) allows a county to levy a tax to provide funds for public library service; and

WHEREAS, Wisconsin Statutes §43.64(2)(b) provides that any city, town, village or school district shall, upon written application to the board of supervisors, be exempted from the library tax levy if the city, town, village or school district making the application levies a tax for public library service and appropriates and expend for a library fund an amount at least equal to what the county levy would have been, calculated using a formula set out in §43.64(2)(b); and

WHEREAS, the City of Hudson, the Village of North Hudson and the Town of Hudson have each made application for exemption from the County's library tax levy; and

WHEREAS, pursuant to discussions with the Finance Committee, the Mayor of Hudson, President of North Hudson and Chairman of the Town of Hudson have all acknowledged that the joint library board intends to reimburse any public library in the County for any negative financial impacts for loss of collections for "rural circulation" that would have been received had the joint library members remained subject to the County library tax levy; and

WHEREAS, the Finance Committee recommends approval of the Town of Hudson's participation in the joint library.

THEREFORE, be it resolved by the St. Croix County Board of Supervisors that participation by the Town of Hudson in the joint library is approved.

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FURTHER, be it resolved that the City of Hudson, Village of North Hudson and the Town of Hudson are exempted from the County library tax levy pursuant to Wisconsin statutes §43.64.

Offered by the Finance Committee on October 29, 2002.

NEGATIVE

AFFIRMATIVE

Ralph W. Swenson
Stan Krueger
Paul Stalder
Esther W. W. W.
W. Malick

STATE OF WISCONSIN
COUNTY OF ST. CROIX

I, Sue E. Nelson, St. Croix
County Clerk, DO HEREBY CERTIFY that
the foregoing is a true and correct copy of
Resolution 21, 2002
adopted by the County Board of Supervisors
at their meeting held October 29, 2002

Sue E. Nelson
Sue E. Nelson, St. Croix County Clerk

ST. CROIX COUNTY
NOTICE OF COMMITTEE MEETING

TO: Chairman Buck Malick
St. Croix County Board
FROM: Ralph Swenson, Chair
COMMITTEE TITLE: Finance
DATE: Thursday, July 10, 2003 8:30 A.M.
LOCATION: Room 1281, Government Center, Hudson
CALL TO ORDER
ROLL CALL
ADOPTION OF AGENDA
DATE OF NEXT MEETING: August 7, 2003 8:30 A.M.**
ACTION ON PREVIOUS MINUTES: June 10, 2003
UNFINISHED BUSINESS:

NEW BUSINESS:

1. Review of Vouchers
2. Inquiry from New Richmond School District re: County Land Availability – 8:30 a.m.
3. Baldwin Com Center Funding Options
4. Defibrillators Report – Supervisor Mehls – 9:00 a.m.
5. Review of Departments' Mission and Business Responsibilities Statements
6. Maintenance Department Report
 - a. Review of Generator Replacement
7. Computer Services Department Report
8. Risk Management Report
9. Corporation Counsel Report
10. Treasurer's Report
11. County Clerk Report
 - a. Claim for Damages to Animals from David H. Teelon, Town of Hammond
12. Finance Department Report
 - a. Financial Reports
 - b. Review of Budget Software Status
 - c. ATM Status
 - d. Sales Tax Collection Status
 - e. Bond Proceeds Investment Options
 - f. Zoning Department Truck Purchase**
13. Administrative Coordinator Report
 - a. Appraisal of County Property Status
 - b. Review of State Budget Status
 - c. Review of Purchasing Agent Position Status
14. County Library Plan Review - Inter-County Library Use Reimbursement 10:00 a.m.
15. Status of Storm Drainage Request on County Property in Hudson
16. EDC Funding Formula Proposal

CORRESPONDENCE:

ADJOURNMENT (Agenda not necessarily presented in this order)

COPIES TO: County Board Office News Media/Notice Board
County Clerk County Board
County Departments

****ADDITIONS/CHANGES/CORRECTIONS**

7

FINANCE COMMITTEE

Regular Meeting

July 10, 2003

Meeting called to order by Vice Chair Krueger at 8:30 a.m. Present: Stan Krueger, Clarence Malick, Esther Wentz and Daryl Standafer. Absent and excused: Ralph Swenson. Staff present: Administrative Coordinator Chuck Whiting, Finance Director Michelle Pietrick and County Clerk Cindy Campbell. Others present: Supr. Julie Speer, Judy Wiff, media

Motion by Wentz, 2nd by Standafer to adopt the agenda. Carried. Motion by Malick, 2nd by Standafer to approve the minutes of June 12, 2003. Carried.

1. **Vouchers.** July vouchers were reviewed by Malick on July 9th. Motion by Malick, 2nd by Wentz to approve July vouchers. Carried unanimously. Malick will review August vouchers.

2. **Inquiry from New Richmond School District re: County Land Availability.** New Richmond School District Administrator Dr. Craig H. Hitchens was in attendance. Administrative Coordinator Whiting explained the New Richmond School District is interested in possibly acquiring 100 to 120 acres of the County Farm property in New Richmond. Whiting indicated he explained to Hitchens the County's position about not parting with any of the County-owned property until the long range plan is finished. Hitchens indicated the County's New Richmond property would serve the needs for a new school site because of its size, location and access to city water and sewer. Hitchens added the New Richmond School District is on a fairly fast timeline which may not coincide with the County and noted this may go to referendum next spring. The land would be used for a high school campus. They are being driven by the physical deterioration of the New Richmond Middle School. Malick explained the current status of the land with the state and appraisal status with respect to the upgrade of Highway 64. The County Board Supervisors will go through an exercise at the August 2003 meeting of potential County land uses, allocations, etc. Wentz added we need to take into consideration that right now we do not know if there will be a property tax freeze for the next three years and the biggest hurdle will be the referendum which has to come through the voters. Malick indicated the property contains a former incinerator site and two cemetery sites. Hitchens indicated he will correspond through Whiting to the County Board before the August Board meeting.

3. **Baldwin Com Center Funding Options.** Communications Director Gary Kollman indicated he received verbal approval from the CEO of Dairyland Power to build the Baldwin tower. Original award was \$1,068,079 which was awarded to Harris, total bid with Baldwin option was \$1,348,538; the difference is \$280,459, less the Baldwin Tower (\$139,970) providing a balance of \$140,489. Dairyland's participation was predicated upon construction of a "guyed" tower. Kollman indicated a guyed tower takes up too much space. The Emergency Communications/Management Committee asked Kollman to negotiate that the County would contribute the difference between a guyed tower and a standalone tower. The difference is approximately \$35,000. Dairyland has gone to bid for a standalone tower but the bids are not yet in. Dairyland has agreed to construct a tower shack (10'x12' building), build a fence around the tower and supply a generator. To add the tower contribution is approximately \$35,000 leaving an amount needed of \$175,489. Kollman indicated this figure could go up or down depending

on the cost of the tower. The Village of Baldwin approved the tower providing landscaping be done around the site. Dairyland mentioned they may need a road, but they have not physically viewed the site. All of this needs to be negotiated. A Village of Baldwin Trustee expressed concerned about Dairyland competing against Baldwin Telecom. Dairyland indicated they have a board policy that prohibits outside interests on their tower. If necessary Dairyland agreed to sign an agreement with the County promising Dairyland will not go into competition with Baldwin Telecom. Krueger indicated he does not want to see a "forever lease". Malick suggested a ten year lease subject to renegotiation. Motion by Wentz, 2nd by Malick to approve funding of a tower in an amount not to exceed \$185,000 with the funds coming out of the Building Fund. Carried.

4. **Defibrillators Report – Supr. Mehls.** Supr. Mehls provided a quote for four 2B-LIFEPAK 500 Automated External Defibrillators with four surface mount wall cabinets in the amount of \$8,668.00 with additional expenses for training forty staff at \$10.55 each, supplies and training supplies for a total of \$9,160. Mehls reported the 2003 United Way Grant is in the amount of \$4,500. The remaining amount was placed in the 2003 budget. No motion necessary.

5. **Review of Departments Mission and Business Responsibilities Statements.** The Committee reviewed the Mission and Business Responsibilities Statements for Computer Services, Administrative Coordinator, Finance Department, County Clerk and Corporation Counsel. Computer Services has no changes from last year.

6. **Maintenance Department Report.**

a. **Review of Generator Replacement.** Ralph Robole requested funds to pay for repairs for the emergency generator in the amount of \$8,994.27. Robole's report indicated during a routine exercise of the emergency generator, a problem with the switching relay caused a major failure of the emergency switchgear. When the panel was switched back to normal power, the main switching motor did not disconnect the emergency generator and wiring, the switching motor and other relays burned out. Standafer indicated this is clearly an unanticipated expense and there is no way to plan for a catastrophic failure such as this. Motion by Standafer, 2nd by Wentz to authorize payment for repair of the emergency generator in the amount of \$8,994.27 from the Contingency Fund. Carried.

7. **Computer Services Department Report.** No report.

8. **Risk Management Report.** No Report.

9. **Corporation Counsel Report.** No Report.

10. **Treasurer's Report.** County Treasurer Cheryl Slind provided a Reconciliation Report for May 2003. Balance as of May 31, 2003 is \$1,196,075.17.

11. **County Clerk's Report.** County Clerk Cindy Campbell reported she attended the Wisconsin County Clerk's convention in Kenosha on June 22nd through the 25th. Campbell distributed copies of the County Clerk's revised Mission and Business Responsibilities

Statements and a proposed Microsoft Excel voucher form for Statement of Expenses Incurred for St. Croix County.

a. Claim for Damages to Animals from David H. Teelon, Town of Hammond. A dog damage claim was submitted by David Teelon stating he discovered two dogs leaving his property in the town of Hammond and found six dead chickens and two dead guineas on his lawn and in the chicken coop. The claim, which was approved by the town board, requested \$7.00 per bird for the eight birds killed for a total claim of \$56.00. Motion by Malick, 2nd by Wentz to approved claim in the amount of \$56.00. Carried unanimously.

12. Finance Department Report.

a. Financial Reports. As of May 31, 2003 there is a total balance of \$22,188,476.19 in the various County accounts and investments; \$250,000 in the 2003 Contingency Fund. Pietrick distributed an Expenditure Summary Report as of June and Health and Human Services financial report for January through May 2003. Nursing Home expenditures as of May 31, 2003 were \$2,680,442.63; Nursing Home revenues as of May 31, 2003 were \$2,626,897.41; Excess Nursing Home expenses over revenues: (\$53,545.22).

b. Review of Budget Software Status. Pietrick reported she is working with IDI to get coding issues resolved. She hopes to schedule training in the third or fourth week in July to enable Department Heads to get initial budgets put together in August.

c. ATM Status. E-Fund will not put a machine in our facility at this time, based on forecasted business. Pietrick estimated if the County purchases an ATM, at a cost of \$3,500 and the County charges a \$2.00 surcharge it would require 1700 transactions to cover the cost of the machine. Malick indicated Public Protection Committee would like to see an ATM installed because it would cut down on bad checks and people never paying. Standafer suggested doing E-Scan on each check. E-Scan will also accommodate credit and debit cards. Pietrick will investigate this option with First National Bank of Hudson and discuss it with Clerk of Court Lori Meyer.

d. Sales Tax Collection Status. Pietrick reported the County must recognize sales tax revenue based on the date of sale. In 2001 the County's financial report actually had 14 months of sales tax collections. Sales tax collected for January 2003 (received in March) \$269,500, February (received in April) \$291,400 and March (received in May) \$210,700. Standafer indicated the Associated Press reported the State Revenue Department is alleging 57 counties have been overpaid in sale tax revenues. Pietrick indicated St. Croix County is included as one of the 57. St. Croix County had been receiving estimated sales tax figures from November 2002 through May 2003. Pietrick revised figures for 2002 sales and the County is \$8,000 away from budget. The State will withhold \$360,000 that was overpaid in future payments beginning with the June payment. Based on the first four months we are down about 3%. Projections for 2002 collections were \$4,248,300; actual collections were \$4,256,718. Pietrick added the County budgeted \$4.5 million for 2003 and we may possibly finish \$300,000 short.

Pietrick reported the auditors suggested the County create a separate revenue fund for sales tax collection rather than run it through the General Fund. At budget time, the County estimates sales tax revenue and determines how much to use towards the General Fund to reduce the levy. Currently the General Fund absorbs shortfalls. If a separate fund is set up the County would make decisions of using a certain amount of sales tax collections. Other counties are doing this because there are fluctuations.

e. **Bond Proceeds Investment Options.** Pietrick indicated she has contacted area banks to get interest rates for the bond proceeds. The funds are in the state pool which is only receiving interest at a rate of 1.19%. She sent out a cash flow forecast and should hear by the end of the day from the banks. She added she is applying the County Investment Policy criteria.

f. **Zoning Department Truck Purchase.** Pietrick explained the Zoning Department had in its Capital Outlay Plan \$5,000 budgeted for this year and \$5,000 for the next three years because they were anticipating purchasing a truck under a lease method. They went out for bids and nobody gave them a lease option, but they received a good quote for an outright purchase with trade-in of the current truck. The cost would be \$12,400. There is \$5,000 in the budget now and will need \$12,000 to come out of this year's budget. Zoning will then not budget lease payments for the next three years. Current lease has a 7.6% interest factor. Motion by Wentz, 2nd by Krueger to allow use of current operating money to purchase the truck. Carried.

13. **Administrative Coordinator Report.**

a. **Appraisal of County Property Status.** Whiting reported the County's appraisal of County Farm property came in at \$507,500, about \$315,000 of that is the appraiser's calculation of what the diminution of value is for another 160 acres of property, some of which would essentially not be accessible any more from County Road K. WisDoT's appraisal was \$93,500 which was limited to the 23 acres they would take. The County needs to be concerned that the remaining part of the County's property is diminished by this improvement. Malick suggested negotiating with the state regarding running sewer and water lines under the new road before it is constructed to make sewer and water accessible to the property. Whiting indicated nothing can be done that exceeds the value of the report. It's the value that will end up dictating what happens in the condemnation proceedings. Whiting will talk to the City of New Richmond Engineer regarding this property and will coordinate with Dave Fodroczi a land use exercise for the County Board meeting in August. Krueger suggested having the County Board members write down their suggestions of land uses in advance of the August County Board meeting.

b. **Review of State Budget Status.** Whiting indicated the levy limits are in the Legislative package although the Governor is giving some indications he will veto those provisions. The Governor has indicated no one will receive greater than a 15% cut in shared revenue.

c. **Review of Purchasing Agent Position Status.** Whiting reported the Personnel Committee approved the Purchasing Agent job description. The content is based on Eau Claire County's Purchasing Director job description. Wentz suggested using coordination of effort with other departments which are particular to their environment (i.e. Highway and Nursing

Home purchases). The position will also allow us to track County assets. Pietrick indicated a high priority for the new purchasing agent is setting up a corporate cell phone account as opposed to each department obtaining their own account.

14. **County Library Plan Review – Inter-County Library Use Reimbursement.** Whiting indicated the area libraries submit reports at this time every year so the County may compile the information for rural circulation each library has. The County's practice has been to budget the higher amount between the County's old funding formula and the Act 150 amount. Those attending for area libraries: Eric Tommerdahl of New Richmond Library, Jim O'Connor from Hudson Area Joint Library Board, Shirley Perkins of the Deer Park Library, Norma Scott of Somerset Library, Nancy Miller of the River Falls Library, Lynn Barringer of Glenwood City Library.

Pietrick distributed a 2004 Library Funding Preliminary Worksheet. Pietrick indicated Hudson goes down to \$0.00 because they are a joint library so they have their own levy authority. O'Connor asked why. Pietrick explained there was a resolution adopted with regard to the joint library of the City of Hudson, Village of North Hudson and the Town of Hudson that states these three municipalities are exempted from County Library Tax Levy pursuant to WI Stats. §43.64. O'Connor indicated it is true they are exempt from the County Tax Levy as is every municipality that supports a library however the joint library is still eligible for rural funding as is every library in the County so they would be entitled to the \$50,772.

Pietrick explained the handout titled Reimbursements Due from Other Counties which, based on information Pietrick received from the county libraries, calculated the total amount that could have been billed to other counties totaling \$67,229.69. Based on bills received from other counties, Pietrick indicated St. Croix County would be paying out \$9,244.18.

Whiting indicated last fall the Finance Committee passed a motion recommending a resolution be drafted for St. Croix County cross-county reimbursement to libraries but there was no follow through so there is no policy that indicates what the County will pay other counties for our users using their libraries. The County paywill pay the other counties for out of county use. The libraries in the County receive money from other counties. As a whole the County benefits. Pietrick asked if the County is prepared to assume that kind of obligation without something in return because we have an obligation to County libraries. One way to deal with it is while we are required to pay the Act 150 amounts for the libraries receiving over Act 150, some of those monies could offset County's obligation. What New Richmond would be owed from out of county would exceed what the County has been contributing. Whiting added the proposed resolution would be used to amend the current plan. Timmerman recommend this plan contain reciprocal language.

O'Connor asked the County stay with the present funding formula and not cut back funding for any libraries because 1) the smaller libraries need all the funding they can get, 2) attempting to offset it by out of county monies, introduces unnecessary complexity and 3) the exact amount received from other counties is not a sure thing.

Timmerman added WI Stats §43.12 reads by July 1 of each year each public library line in whole or in part in a County shall provide a statement to the County Clerk of that County. He added it does not say any library lying in a different county has to supply the list by July 1.

Based on the motion made and passed last fall, the Finance Committee asked Timmerman to prepare a resolution for the August 2003 County Board meeting to amend the plan regarding cross-county reimbursement to libraries.

O'Connor asked again why Hudson Joint Library does not get funds. Timmerman responded saying Resolution 28(2002) passed by County Board indicated the City of Hudson, Village of North Hudson and the Town of Hudson opted out of the library reimbursement plan because they do not contribute to the County program. The city, town and village fund themselves. O'Connor disagreed and indicated by creating the joint library it became a larger city library but still should receive rural reimbursement as other libraries do. Rural circulation is the County's responsibility which would entitle the Hudson library to \$50,772 (County Funds Received in 2003) or \$47,897 (70% of Cost of Rural Circulation). Timmerman agreed the Hudson Joint Library is entitled to the \$47,897. Timmerman indicated the affect on the County in regard to the joint library is that no longer do the Village of North Hudson residents or Town of Hudson residents qualify as rural circulation. Pietrick asked if the other county libraries have to bill the joint library in Hudson to get their reimbursement? O'Connor indicated they are entitled by an offer and agreement made to them.

Nancy Miller of River Falls indicated it was her understanding this was a hold harmless agreement for any loss. O'Connor indicated to Miller the joint library will not pay for the Village of North Hudson because they did not need County permission to become part of the joint library. Miller thought it was a hold harmless clause and no distinction was made and they needed the Town of Hudson into the joint library to make it worthwhile. O'Connor gave Miller a reimbursement offer in which the Hudson Area Joint Library agreed to reimburse any other County library for town rural circulation that loses by having the Town of Hudson in the joint library system. O'Connor stated it works out they owe Somerset approximately \$64, River Falls \$4,000 plus. Pietrick indicated in the County resolution it states: "The Mayor of Hudson, President of North Hudson and Chairman of Town of Hudson have all acknowledged that the Joint Library Board intends to reimburse any public library in the County for any negative financial impacts for loss of collection for rural circulation that would have been received had the joint library members remained subject to the County's library tax levy." She added the Village of North Hudson was considered rural circulation before the joint library was created. O'Connor indicated the joint library agreement that formalized the joint library and was adopted by the three municipalities does contain the reimbursement provision for the towns but does not include the Village of North Hudson. Standafer indicated the Joint Library Agreement is in conflict with the County's Resolution. Malick indicated it is a breach of faith and added it was a critical element that the Finance Committee built the County resolution the way it did.

O'Connor indicated the village has independent authority to join a joint library. The reimbursement offer for town circulation came out of the fact that the towns need County approval to join. Malick received confirmation that "rural" included the village prior to this action. No action was taken to change the definition. Wentz added one of the reasons this went through was the fact the hold harmless for all library including rural circulation was in there.

Malick suggested the County calculate how much would go to River Falls on account of North Hudson's circulation and the other libraries and look at offsetting that from any County payment to the Hudson Area Joint Library. The approximate difference for River Falls is \$1,000. Wentz stated it's not a financial issue, it's an integrity issue.

Pietrick will obtain information regarding what was billed to the other counties from each library.

15. **Status of Storm Drainage Request on County Property in Hudson.** Whiting indicated the development on the Hanson Property, located on Carmichael and County Road UU, has been proposed to the city and that property currently drains water onto County property. The nature of the development is office buildings and parking lots which will increase, by some degree, the amount of drainage onto County property. Whiting met with the developers, the City of Hudson and County Conservationist Bob Heise. Calculations from their proposal include amounts of increase by 8/100ths of an inch. If the County was open to accepting the water and putting conditions on it, the concerns would be future costs relating to storm water drainage. The County would need to be open to an arrangement to be determined to keep the County from suffering discount value on the property or some actual cost of public improvements in the future. Whiting suggested if the County decides to take an approach other than no more water, a written agreement will need to be prepared with the property owners. Malick added if agreed to not accept more water, we do nothing, if we agreed, we need to provide an agreement. Standafer noted he is not an independent to the issue. Motion by Malick, 2nd by Wentz to respond by declining to accept an increase of water flow to County land. Carried. Standafer abstained from voting.

16. **EDC Funding Formula Proposal.** Director of St. Croix County Economic Development, Bill Rubin submitted a revised formula concerning the future funding of St. Croix Economic Development. The EDC board of directors unanimously approved the changes as suggested by the Finance Committee in March 2003. The revised formula now reads as follows:

Subject to county budgetary constraints, St. Croix EDC requests *up to* one-half of the percentage increase associated with the county manufacturing values, real property and personal property, *not to exceed* a four percent (4%) increase from one year to the next.

In the event the county's manufacturing values decline, the EDC would receive the same contribution from the county as received in the previous year.

The county's 2003 funding level of \$48,564 (gross) would serve as the base year for future funding calculations. A deduction of \$2,000 was made from the 2003 funding level to reflect the county's donation of office space and telephone service. For 2004, the value of the office space and telephone service has been increased to \$2,200.

Standafer observed the formula requests funding on the basis of something that has happened as opposed a projection of what needs to happen. Malick indicated it would be appropriate to use

this formula in its budget request. The real gain is it aligns incentives for the County's interest in improving its tax base in areas EDC can make a difference, rather than just by population growth. Whiting asked if the formula suggested a 4% increase in a contribution annually. Rubin said they want to be fair to recognizing up to 4% but maybe the request will be 2%. EDC will use this formula as a guideline as they begin preparing their budget for 2004.

Motion to adjourn by Wentz, 2nd by Krueger. Meeting adjourned at 12:24 p.m.

addition to the notice required under s. 227.17, the division shall endeavor to notify each public library of such public hearings.

History: 1971 c. 152; 1979 c. 347; 1985 a. 177; 1985 a. 182 s. 57; 1997 a. 150; 2011 a. 120.

Cross-reference: See also ch. PI 6, Wis. adm. code.

43.11 County library planning committees.

- (1) **CREATION.** Any county board may appoint a county library planning committee under this section. If a county board, in a county where all public library service is administered or coordinated by an existing county library board or where there is a single-county public library system board, determines to appoint a committee under this section, the existing library board may serve as the county library planning committee. The county board shall notify the division immediately upon appointment of the committee.
- (3) **DUTIES AND POWERS.**
- (a) The committee may prepare a new plan for the organization of a county or multicounty system, revise an existing plan or change the boundaries of a public library system. It shall conduct public hearings concerning these plans, revisions and changes to which representatives of all libraries in the county shall be invited.
- (b) The committee's final report, including a new plan, revisions to an existing plan or changes to the boundaries of a public library system and copies of any written agreements necessary to implement the proposal, shall be filed with the county board and submitted to the division. Plans for multicounty systems shall include a method for allocating system board membership among the member counties.
- (c) The plan of library service for a county, whether for a single county or a multicounty system, shall provide for library services to residents of those municipalities in the county not maintaining a public library under this chapter. The services shall include full access to public libraries participating in the public library system and the plan shall provide for reimbursement for that access. Services may include books-by-mail service, bookmobile service, the establishment of additional libraries or other services deemed appropriate by the committee. Services may be provided by contracting with existing public libraries in the county or in adjacent counties or with the public library system or by creating a county library organization under this chapter. The plan of library service for a county may provide for improving public library service countywide and in municipalities that have libraries. The plan shall specify the method and level of funding to be provided by the county to implement the services described in the plan, including the reimbursement of public libraries for access by residents of those municipalities in the county not maintaining a public library.
- (d) The plan of library services for a county may include minimum standards of operation for public libraries in the county. The county shall hold a public hearing on any standards proposed under this paragraph. The standards shall take effect if they are approved by the county and the public library boards of at least 50% of the participating municipalities in the county that contain, according to the most recent estimate prepared under s. 16.96, at least 80% of the population of participating municipalities in the county.
- (e) The plan of library services for a county may require that a municipality located in whole or in part within the county that operates a public library compensate another municipality located in whole or in part within the county that operates a public library whenever the latter public library provides library services to residents of the municipality that operates the former public library. The plan's compensation for each loan may not exceed the actual cost of the loan, as defined by the department by rule.

History: 1971 c. 152; 1981 c. 20; 1985 a. 29, 177; 1993 a. 184; 1997 a. 150; 2005 a. 420.

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REVENUES

	2010 Actual	2011 Budget	2011 Yr End Forecast	Version 9 2012 Budget	2012 Adjusted Budget
City of Hudson	273,185	273,185	273,185	278,910	278,910
Village of N. Hudson	84,730	84,730	84,730	82,339	82,339
Town of Hudson	181,851	181,851	181,851	183,864	183,864
Town of St. Joseph	89,259	89,259	89,259	83,912	83,912
St. Croix County	55,328	65,763	66,674	75,952	75,952
Other counties	4,237	4,237	4,198	3,663	3,663
Fines and copies	37,917	40,000	50,000	50,000	50,000
Friends 5 Year Pledge	15,000	15,000	15,000	15,000	15,000
Interest on Funds	3,553	15,000	2,000	2,000	2,000
Miscellaneous	913				
Total Revenues	745,973	754,025	766,897	775,640	775,640

EXPENDITURES

	2010 Actual	2011 Budget	2011 Yr End Forecast	2012 Budget	2012 Adj/Budget
Staff Compensation					
Add One FTE	149,641	146,533	147,890	155,686	149,369
Full time salaries	925	0	126	150	150
Overtime	174,811	192,545	193,300	186,660	196,433
Part time wages	71	1,091	72	1,236	1,236
Longevity	24,210	26,020	26,101	26,447	26,363
FICA	28,805	29,876	31,900	17,470	19,924
Pension	48,858	52,767	54,700	62,600	69,176
Health Insurance	10	255	10	250	250
Life Insurance					
subtotal staff comp	427,331	449,088	454,100	450,499	462,901

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General Operating Expenses	2010	2011	2011 Yr End	2012	2012
	Actual	Budget	Forecast	Budget	Adj/Budget
Legal fees	0	2,000	0	2,000	2,000
Hudson finance personnel fee	12,000	13,200	13,200	13,200	13,200
Reimbursement to other libraries	28,092	33,050	33,050	52,121	52,121
IFLS fee	21,472	22,145	22,000	23,800	23,800
Telephone	3,057	2,575	3,000	3,600	3,600
Contracted Maint & Repair				0	750
Maintenance/equipment leases	3,585	3,811	3,600	3,811	7,500
Contract services	630	2,060	2,000	2,000	3,200
Postage	1,014	1,545	1,545	1,545	3,200
Office and library supplies	17,424	19,570	19,570	19,570	1,545
Memberships	180	500	500	500	19,570
Advertising	470	1,030	500	500	500
Staff development, conts and travel	2,556	3,090	1,030	1,030	1,030
Maint & Repair Supplies			3,090	3,090	3,090
Children & Youth Programs	1,303	3,090	3,090	0	500
Adult Programming	0	0	0	4,200	4,200
Books	71,708	77,250	77,250	1,000	1,000
Technology	7,228	12,360	12,360	75,000	75,000
Periodicals	9,722	9,000	9,000	12,000	12,000
Audio-visuals	27,643	20,000	20,000	9,000	9,000
Activity supplies	1,419	2,000	2,000	20,000	20,000
Insurance - Public Liability	3,500	3,500	3,500	2,000	2,000
Insurance - Public Officials	-46	2,049	2,049	3,500	3,500
Insurance - Property	184	631	750	2,100	2,100
Building rent	135,893	122,400	121,200	850	970
Routine Repairs	0	2,575	2,800	122,412	122,412
Planning (studies)	0	40,000	26,000	3,000	0
				14,000	14,000
subtotal general operations	348,814	399,431	382,584	395,329	398,588
TOTAL EXPENDITURES	776,145	848,519	836,684	845,828	861,489
NET SURPLUS OR DEFICIT	-30,172	-94,494	-69,787	-70,188	-85,849

REVENUES

	Code	2010 Actual	2011 Actual	2012 Budget	2012 Forecast	2013 \$0 Increase Budget
City of Hudson	49210	273,185	273,185	278,910	278,910	278,910
Village of N. Hudson	47310	84,730	84,730	82,339	82,339	82,339
Town of Hudson	47310	181,851	181,851	183,864	183,864	183,864
Town of St. Joseph	47310	89,259	89,259	83,912	83,912	83,912
St. Croix County	47310	55,328	66,674	75,952	75,952	82,966
Other counties	47310	4,237	4,198	3,663	3,666	8,444
Fines and copies	46710	37,917	47,928	50,000	44,000	40,000
Friends 5 Year Pledge	48562	15,000	15,000	15,000	15,000	15,000
Interest on Funds	48100	3,553	5,263	2,000	1,000	700
Transfer - Impact fees	49220					0
Miscellaneous		913			4,598	0
Total Revenues		745,973	768,088	775,640	773,241	776,135

EXPENDITURES

	Code	2010 Actual	2011 Actual	2012 Budget	2012 Forecast	2013 \$0 Increase Budget
Staff Compensation						
Full time salaries	121	149,641	154,139	149,369	148,850	150,000
Overtime	122	925	189	150	156	150
Part time wages	125	174,811	199,220	196,433	195,000	184,873
Longevity	133	71	0	1,236	0	0
FICA	151	24,210	26,493	26,363	26,000	25,538
Pension	152	28,805	31,715	19,924	18,000	20,000
Health insurance	154	48,858	54,533	69,176	75,400	82,424
Life insurance	155	10	0	250	250	250
Subtotal Staff Comp		427,331	466,289	462,901	463,656	463,235

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General Operating Expenses	Code	2010	2011	2012	2012	2013 \$0 Increase Budget
		Actual	Actual	Budget	Forecast	
Legal fees	212	0	300	2,000	434	1,000
Hudson finance personnel fee	213	12,000	12,000	13,200	13,140	13,200
Reimbursement to other libraries	216	28,092	35,570	52,121	52,121	36,000
IFLS fee	216	21,472	20,763	23,800	24,929	31,460
Planning (studies)	217	0	18,610	14,000	5,000	0
Telephone	225	3,057	3,472	3,600	3,600	3,600
Contracted Maint & Repair	249	0	2,198	750	200	750
Maintenance/equipment leases	298	3,585	7,682	7,500	5,500	5,500
Contract services inc. elevator	299	630	1,011	3,200	3,700	5,000
Postage	311	1,014	1,029	1,545	2,500	2,500
Office and library supplies	312	17,424	19,401	19,570	20,000	15,000
Memberships	324	180	180	500	500	500
Advertising	326	470	537	1,030	1,000	1,030
Staff development, conts and travel	338,339	2,556	2,326	3,090	2,000	1,590
Maint & Repair Supplies	357	0	783	500	1,000	500
Summer Reading Program	394	1,303	2,899	4,200	4,200	2,700
Adult Programming		0	0	1,000	1,000	1,000
Books	395	71,708	79,368	75,000	75,000	50,000
Technology	396	7,228	11,532	12,000	12,000	8,500
Periodicals	397	9,722	9,030	9,000	8,000	4,000
Audio-visuals	398	27,643	16,151	20,000	18,000	16,000
Activity Funding	399	1,419	1,981	2,000	2,000	1,500
Insurance - Public Liability	511	3,500	3,500	3,500	3,200	3,500
Insurance - Public Officials	513	-46	0	2,100	1,847	2,100
Insurance - Property	517	164	631	970	812	970
Bld. Occupance Expenses	532	135,693	121,200	122,412	126,608	130,000
Routine Repairs		0	0	0	0	0
Furniture and Furnishings		0	0	0	1,350	0
Subtotal General Operations		<u>348,814</u>	<u>372,154</u>	<u>398,588</u>	<u>389,641</u>	<u>337,900</u>
TOTAL EXPENDITURES		<u>776,145</u>	<u>838,443</u>	<u>861,489</u>	<u>853,297</u>	<u>801,135</u>
NET SURPLUS OR DEFICIT		<u>-30,172</u>	<u>-70,355</u>	<u>-85,849</u>	<u>-80,056</u>	<u>-25,000</u>
Bridge the Gap Rescue Funding					26,330	25,000
NET SURPLUS OR DEFICIT WITH BRIDGE THE GAP RESCUE					<u>-53,726</u>	<u>0</u>