

Ad Hoc Sub Consolidation Committee Meeting Minutes  
August 15, 2011, 9:00 a.m.

Meeting was called to order by Chairperson, England at 9:00 a.m. Present, Sumpter, Allen, Wellumson, James, Keckeisen and England. Excused, Stuchlak. Also present Larson, Scott, Kotlowski, and Kaye.

Motioned by James/Allen to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Allen Wellumson to approve the June, 24, July 18 and Aug 1 meeting minutes. Motion carried by unanimous voice vote.

A. Discussion topics:

- Contracted services – copy machines; Larson provided the committee with a list of contracted services. Discussion took place regarding the different contracts. It was determined that EO Johnson should be contacted to leverage a deal. Motioned by Allen/Keckeisen that Larson call EO Johnson to set up a meeting to look at options of consolidating contracts to reduce costs. Wellumson and Larson will meet together with EO Johnson. Motion carried by unanimous voice vote.

- Parks operations – Nickel present at 9:16 am. Nickel talked about a statewide cost analysis. Adams County Parks are the most cost efficient in the state. There is a resolution on the books that refers to user fees that cover the cost of maintenance and operation expenses for both Petenwell and Castle Rock. Some of the administrative fees for the office are now being covered by user fees, which is not part of the initial resolution adopted. One park is in the red approximately \$150,000 it will probably take the next two years to make up the difference. James questioned the final payback to and the reasoning of this overage. Nickel had requested Petkovsek allow an extension for payback, however; it was recommended to make the payment and make up the difference moving forward. Capital projects will be delayed. The Highway 21 wayside had just been accepted by the county it will not pay for itself, it may only bring in \$2,000 - \$3,000 which will not cover the cost to maintain it. If the county had not wanted to continue with outlying parks they should not have taken over the Highway 21 wayside. The countywide outdoor recreational plan was approved the county board. The following portion of the parks budget is on the levy:

- Swim program
- Portion of administration
- Tourism
- All outlying parks
- Park access
- Portion of snowmobile, ATV, trails (assistance to townships)

Nickel explained that some outlying parks areas had been previously turned over to the towns but the county ended up taking them back over. There was discussion about

user revenues, sales tax dollars. Nickel will be going to his committee to talk about sales tax dollars. Nickel explained that Adams County is the number one leader in Wisconsin where visitor dollars are generated. Adams County promotes natural recreational resources. In 2012 he would like a portion of the visitor sales tax dollars applied towards the Parks Department. Nickel asked two questions: Do you want visitor sales tax dollars to pay for public recreation? Or do you want property tax dollars to?

Keckeisen said we should not be fixing something that is not broke. We have the best parks system in Wisconsin.

Wellumson said the parks are not essential, but Highway and Public Safety are. Nickel agreed. Nickel explained the number of employees and hours of work. The exemption from overtime. People don't come to Adams County to see the Courthouse they come to recreate.

Wellumson suggested increasing user fees, by example of 14% to cover the \$197,000 levy. Wanting to know what it would take to increase revenue by \$200,000. Nickel said he wouldn't consider it and wouldn't do it.

Wellumson wanted the total revenue in terms of Castle Rock and Petenwell Park.

Nickel used a figure of \$900,000 that included user fee, grant dollars explaining that portions of the revenues covered capital projects. James questioned what capital improvements were. Nickel gave a brief overview to James.

Keckeisen felt raising the fees would turn campers away. England indicated people who in these economic times couldn't stay at Chula could camp.

Sumpter didn't felt we should not be increasing user fees too much.

Allen did not think it would be a problem for town s to take over outlying parks. He questioned the yellow posts where the money is collected.

Nickel repeated that the county just got two sites back one in Grand Marsh the other in the Town of Rome because they didn't want them.

Keckeisen thinks Nickel should attend more shows and the county should continue advertising. Nickel said the number one industry in Adams County was recreation.

Wellumson disagreed as the County, School and Prison are the biggest employer and industry.

Nickel alluded to the fact that money is not generated by Public Safety, people going to see the jail or agricultural land.

Allen questioned sales tax generated and the larger portion coming from Chula Vista. Nickel indicated that every ticket they sell had Chula Vista name on it – promotional.

Wellumson said he was not talking about cutting advertising he was talking about increasing fees. He wants to know at what level and how much?

Nickel will not increase fees, he want sales tax dollars to reduce the levy.

Wellumson said that is just a shift and has no advantage.

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Nickel compared fees to other parks, increasing fees will natural decrease utilization, people will go somewhere else with the same facilities, for less. Juneau County has a park they will just go there.

James questioned the \$150,000 again. Nickel explained that maintenance and operation will be in the red to cover the payback. He wanted to extend the payment from 5 years to 7 years but was told no.

James/Allen motioned to table Parks subject until next month. Motion carried by unanimous voice vote. Nickel should come back with more numbers next month.

James will meet with Nickel to talk about the Highway 21 site, after tearing down a display at the fairgrounds. Nickel will be meeting with his committee tomorrow.

- Airport operations – Scott gave an update on the history of the airport going back as far as World War II, a fire east of Adams, which consisted of town land, American Legion land, and others. After the fire the land was donated to the county for the expressed purpose of it being used as an airport. In the 60's there was a grass strip, then later it was blacktopped. There are 20 or so airplanes based out of there, ½ dozen or so are property owners. Season homeowners use it to go back and forth. There is some long term revenue for parking, there is rent for use of the land – hangers, overnight parking rent, some camping takes place during Oshkosh Days , there are two agricultural spray operators. There is a flowage fee on the fuel sold at the airport.

James questioned the amount for ground rent for hangers.

Scott indicated that it ranges from \$150 - \$230 depending on the size of the ground. Scott identified fees as:

- Parking is \$20 a month
- \$5 a night
- \$10 for camping
- \$10 for electric
- agriculture operators \$1,000 a year

James questioned if the chemicals were kept on site. Scott said there is no overnight storage of chemicals. James feels the fee is very low for the agricultural operators and questioned why it was only \$1,000. Scott said it was anywhere from \$300- \$500 and had been raised up to \$1,000, that their contracts expire at the end of the year and that they could begin negotiating. James questioned what would happen if they couldn't use the airport. Scott said they would bargain with local farmers, to use their

land, but would have to fly back and forth to Plainfield, burning 40 gallons an hour which has a significant cost to the operators.

Sumpter said we should look at increasing their fees and others.

Scott said the flowage fee is at 4%, hanger fees haven't been raised recently.

Wellumson said there revenue is \$98,000 there levy is \$35,000 of the \$98,000 how much of it is state or federal grant money. Scott said none of it. The state and federal dollars are not in the revenue. The county's cost is approximately 2% to 2/12% of a project. Wellumson said there would need to be a 35% increase in fees to get off the levy.

Keckeisen would like to know if the county is restricting the airport on anything right now. Scott said no.

Allen would like to be brought up to speed on the grants received. Scott explained there is a 6 year plan. A list of items is submitted to the state, they determine which projects they will fund. Over the last 12 years we've installed GPS instrument landing approach, this helps med flight in inclement weather, helps with 24/7 day and night landing. The cost to the county was zero. Security fencing, which was dictated by the Federal Government after 911, this is why access is limited. The security lights gates was part of Homeland Security requirement.

We are working on an in house safety precision approach lighting glide path for when it is dark, runway identifier, lights flashing to improve visibility.

We are working on wide area augmentation system (WAAS). Madison ILA system cost over a million. The new system would give a 1 mile minimum visibility and allow for as low as 250 feet sealing.

Recently started was an expansion of the south hanger area, however; the ground is on the low side and there is a drainage district. The project cost is a quarter million.

Next we will be working on the runway. The runway was done back in the late 80's on an experimental program, with 2" of asphalt rather than 3 - 4". Black top shrinks and cracks causing gaps, approximate cost is \$30,000 to crack fill the runway and this would need to be completed annually. We need money to maintain the run way. We need to do a benefit analysis. Should there be a new design, should we wait a year. We are hoping for \$250,000 of Federal & State Funding the funds are two different sources. There are 98 public airports of which 90 are eligible for funding. \$400,000 would be a deal breaker. The money is distributed at the States discretion there is a \$157,000 entitlement.

James questioned the airport activity was it up or down, how many landing/take offs are there more than 5 a day? Scott explained it is used for training exercises by the military at night he'd have to get the actual number from the State.

James questioned local usage. Scott listed a variety of places as:

- Pamida - auditors

- Smurf it Stone
- Insurance Companies
- Realtors
- Prison
- Governor
- J & G Rebuilders
- Pringle

James questioned if we were required to have an airport. Scott said no.

Wellumson of the 98 airports how many of them are private. Scott was not sure.

Sumpter asked about hanger charges and how the rates were determined.

Scott said they look at surrounding comparables and use them as an index. There are areas such as Reedsburg that is as low as \$25 and others such as New Lisbon that are as high at \$150. Scott suggested looking at the COLA and base it on the economy. James questioned if the budget was done. Scott said yes. It is the same as it was previously.

England questioned the direction the committee was taking on the Airport. Allen said he was concerned about getting information. Wellumson said he wanted the background.

Scott offered a tour if anyone was interested to just call him. Allen/James have both already been out there to see it. James questioned if the loaner car was being used. Scott said yes. Currently we collection donations. It is covered under the county insurance policy.

Motioned by James/Allen to recess at 10:20 a.m. Motion carried by unanimous voice vote.

Chairperson England called the meeting back to order at 10:30 a.m. All present.

- Consolidation of land and water/planning and zoning – Sumpter said she wanted time to review the handouts. She questioned why the committee wasn't looking at or considering other options. What is the intention plan with the department heads. James indicated we would eliminate both positions, create a new job description and advertise. Sumpter questioned whether it would work or not, there are no other options or department that are compatible? James has talked Ed from Golden Sands and will be meeting with Land & Water Director at Wautoma, see the direction they are taking on combining the departments, he would like to make sense of it and will talk to the head of the outfit and report back his findings.

- Success stories –

- Identify what you want to tackle – Keckeisen said he believed there were two collections clerks, one in the Child Support Department and one in the Clerk of Courts that may be a place where one person could do both jobs. Wellumson suggested Emergency Government be with the Sheriff's department, Wellumson said there were 5 people in the Planning & Zoning Department and 5 ½ in the Land & Water

Department. Keckeisen questioned if anyone had looked at the 2011 budget. James talked about NR115 shoreland protection ordinance technical side being covered by the Land Conservation Department and the enforcement side being handled by the Planning & Zoning Department this is an area of cross roads. Matt could work in the two departments being technical and enforcement there is just a lot of overlap. We have 10 reasons why and 10 reasons why not to combine the departments this is a 2 – 3 year process. Sumpter said if the intention was to consolidate the two departments why did the committee just repost and fill to vacant secretary positions. Kaye said as positions are posted she is informing applicants that no position is guaranteed. Keckeisen suggested making employees in Land & Water non union again. James spoke of the salaried employee step structure. Keckeisen was looking at eliminating OT. Planning & Zoning take comp time and then time off in the off season which is not hurting the county. Has the highway department considered not paying OT and using comp time? I think we are getting ahead of ourselves by combing departments. Why do we sign vouchers at county board? We are signing vouchers and killing ourselves with mileage. Why can't we put the \$250 whichever is cheaper back in the policy?

James/Keckeisen to table discussion on consolidation of land and water/planning and zoning until next month and do our homework. Motion carried by unanimous voice vote.

Wellumson talked about comp time, sick leave, are we doing a grand give away? Wellumson said we should streamline essential service and make cuts across the board. Phillippi used the Administrative Coordinator and the Personnel Directors offices as examples as they each were present. She asked what service the Personnel Director should cut. Should cut wages be cut or office supplies, positions not posted in order to meet the across the board cuts as this is a one person office. Wellumson said he was looking at departments like Highway, Health and Human Services – larger. Keckeisen said conferences should be paid for by the employees. Wellumson said this a professional enhancer. Sumpter said she didn't oppose paying for the conferences but that 8 people did not need to attend at the same time, they could stagger their certification. At Health and Human Services they all recertify at the same time, 4 could go one year and 4 the next. Sumpter don't think an entire office should be closed down so all staff can attend a training. Keckeisen said the department head said her employees worked hard and deserved a break and should attend. Sumpter said we should not be paying for a contracted services training. The contracted service should be eliminated and put back in the Corporation Counsels Office. James agreed we needed to keep office open.

England felt the committee was at a good starting point. Requested a example of the estimated revenue /impact

Phillippi gave an update on the Consolidation meeting she attended. Discussion related the sharing of the Highway Commission between Jackson/Clark County, regionalization of Extension Agents, Health and Human Service RIDC center.

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- Identify what changes are needed
  - Parallels of government and private business diagram – Phillippi gave an overview of the comparisons between government and private business.

Motioned by Allen/James to adjourn at 11:35 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi  
Recording Secretary