

**MINUTES**  
**Iowa County – Administrative Services Committee**  
**August 17, 2011**  
**(Minutes subject to review & approval)**

1. The Administrative Services Committee met in the Community Room at the Health and Human Services Center in the City of Dodgeville on Wednesday, August 17, 2011 at 6:00 pm. and was called to order by Sup. Dwayne Hiltbrand.
2. **Roll call was taken.**

Committee members present: Sups. Carol Anderson, Steve Deal, William Grover, Dwayne Hiltbrand, John Meyers, Dan Oleson, and Curt Peterson.  
Absent/Excused: Sup. Dave Bauer was excused. Sup. James Griffiths was absent.  
Also present: Sups. Dan Nankee and Bob Zinck. County Administrator Curt Kephart, Finance Director Roxanne Hamilton, Interim Bloomfield Administrator David Sorbel, Bloomfield Business Manager Mark Vondra, Social Services Director Darin Smith, Social Services Business Manager Tom Slaney, Sheriff Steve Michek, Chief Deputy Jon Pepper, and Highway Commissioner Craig Hardy.
3. **Consent Agenda**
  - a) Curt Kephart certified that the meeting had been publicly posted and reported to the press as required by law.
  - b) Motion by Sup Carol Anderson seconded by Sup Dan Oleson to approve the August 17, 2011 agenda. Motion Carried.
  - c) Motion by Sup Bill Grover seconded by Sup Steve Deal to approve the August 9, 2011 minutes. Motion Carried.
  - d) No reports from committee members or members of the audience.
4. **Discussion/Action Agenda:**

Finance Matters:

  - a) The Committee reviewed the 2012 budget request for Bloomfield HealthCare and Rehabilitation Center, Department of Social Services, Sheriff's Department, and Highway Departments. David Sorbel presented a revised proposed 2012 budget to the Committee for Bloomfield. The change was due to the new Medicare reimbursement rates that were received recently. The rates dropped for 2012. He explained that the budget is built on a census of 73 beds which is a realistic goal (the facility is licensed for 85). He also explained budget form 5 Capital Items which are not included in the budget but are items that need to be done at some time. He pointed out that none of the items have stopped working and said currently there is not a funding stream to fund these capital projects and if the County chooses to do these items then other funding sources would need to be explored such as use of reserved funds, borrowing, grants or gifts. The \$40,000 that is included in the budget for capital items are to address issue found in the state inspection and to replace necessary equipment that breaks throughout the year. There was discussion on the patient rates which will be reviewed as part of the upcoming operational assessment. Discussion followed on how the intergovernmental transfer funds are calculated and how this makes up 9% of the overall budget for Bloomfield, and the upcoming operational assessment for Bloomfield.  
Darin Smith presented the Social Services and ADRC 2012 proposed budgets. He explained the ADRC funding and the allocation of administration expenses from Social Services to ADRC to properly report the time spent on each agency. There was also discussion on the income maintenance program and the differences in staffing and funding. The Department is also working on a crisis plan for the Family Care program.  
Sheriff Steve Michek explained the impact to the Sheriff's Department 3% decrease in tax levy would be a cut of one position from the department. There was discussion on staffing levels, shift length and overtime authorization. In the 3% decrease, The Humane Society budget allocation would be reduced significantly. Jon Pepper mentioned that training on the Visionaire software is going very well and the staff likes the new software.  
Highway Commissioner Craig Hardy presented the 2012 proposed budgets for the Highway Department which includes changes from August 1<sup>st</sup>. He also explained to the committee the

impact of a 3% cut to the levy to the Highway budget and the delay this would add to maintenance and construction projects in the future. Craig explained that the decrease in general transportation aids is offset by the savings in retirement and that the impact of health insurance is unknown at this time.

b) The 2012 budget as a whole will be discussed at the next meeting.

5. Motion by Sup Dan Oleson seconded by Sup John Meyers to set the next meeting date for Tuesday September 13, 2011 and to adjourn the meeting at 9:32 p.m.

Minutes compiled by Curt Kephart, County Administrator and Roxie Hamilton, Finance Director.

*Reviewed and approved on 9/1/11 by Sup. Dwayne Hiltbrand, Chair and Carol Anderson, Elected Vice-Chairperson*