

Corporation Counsel

John Luetscher – Corporation Counsel
(920) 448-4006

MISSION

The mission of the Brown County Corporation Counsel is to advise and represent the county in all civil, administrative, and regulatory matters, including labor relations. Additionally, Corporation Counsel represents the public in mental commitments, certain protective placement-guardianship matters, involuntary termination of parental rights actions, child neglect, and child abuse cases in juvenile court. Corporation Counsel furnishes three staff attorneys to the child support agency.

PROGRAM DESCRIPTION

In carrying out its responsibility to provide legal services regarding civil, administrative, and regulatory matters, the Corporation Counsel undertakes a number of activities. The Corporation Counsel gives advice to county officials and drafts documents for them. Corporation Counsel represents the county in civil court. These civil actions include both state and federal court actions and state and federal administrative proceedings. Corporation Counsel advises county officials and the Human Resources Department on labor law matters including contract negotiations. Corporation Counsel represents the county in grievance arbitration hearings and final offer arbitration hearings. Corporation Counsel drafts and reviews a wide variety of contracts or other agreements for county officials. Corporation Counsel represents the public in mental health proceedings (including protective placements and guardianships) child abuse and neglect cases in juvenile court and involuntary termination of parental rights cases. Corporation Counsel reviews and may draft resolutions and ordinances.

POLICY INITIATIVES

Collection of Debts and Obligations – During 2010, the Corporation Counsel office will research and, where feasible, implement the use of the State Tax Refund Interception Program (TRIP) to collect the wide array of outstanding debts and obligations to the County. The TRIP program “intercepts” taxpayer refunds, other refundable credits and lottery prizes to be applied against the amount a taxpayer owes on these outstanding debts and obligations.

FINANCIAL SUMMARY

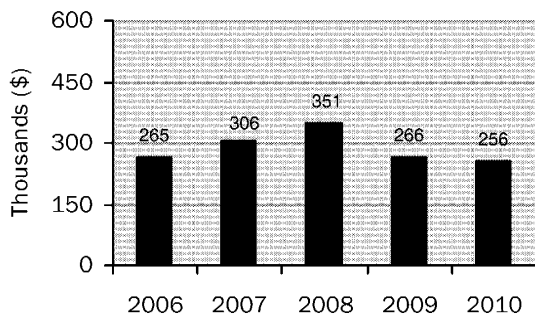
	2008 Actual	2009 Estimated	2009	2010	Change from 2009	
			Amended Budget	Budget	Amended Budget \$	%
Intergov. Revenue	11,340	4,500	12,000	12,000	-	0.00%
Public Charges	238,056	226,193	325,450	281,450	(44,000)	-13.52%
Other Financing Sources	18,421	-	-	-	-	0.00%
Total Revenues	267,818	230,693	337,450	293,450	(44,000)	-13.04%
Personnel Costs	428,325	299,307	412,185	429,779	17,594	4.27%
Operating Expenses	229,967	167,110	160,989	93,279	(67,710)	-42.06%
Interdept. Charges	13,908	30,544	30,544	26,183	(4,361)	-14.28%
Total Expenses	672,200	496,961	603,718	549,241	(54,477)	-9.02%
Property Taxes	351,198	266,268	266,268	255,791	(10,477)	-3.93%
Addition to (Use of) Fund Balance	(53,184)	-	-	-		

SUMMARY HIGHLIGHTS

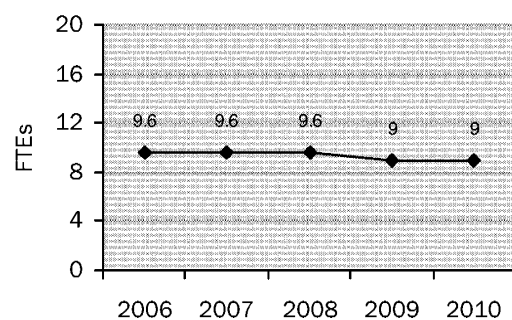
Public charges decreased to more closely reflect anticipated Guardian ad Litem (GAL) collections for 2010 based on the 2009 actual amount collected. The department is researching implementation of the State Tax Refund Interception Program (TRIP) to combat decreasing collections (see Policy Initiatives for more information).

Personnel costs increased due to cost-of-living wage increases and associated fringe benefits for existing staff; however, this increase was mostly offset as a result of adjustments to the health insurance plan which reduced costs for 2010. Operating expenses decreased mainly due to a drop in outside legal counsel and legal services budgeted within the department. Interdepartmental charges also decreased to reflect a reduction in Information Services chargebacks.

LEVY TRENDS

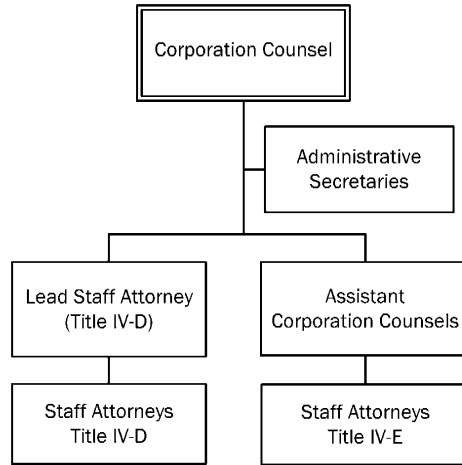


STAFFING TRENDS



STAFFING SUMMARY

Position	FTE	Unit Rate	Budget Hours	Base	Longevity	Cost
Corporation Counsel	1.00	52.50	2,080	109,198	0	109,198
Lead Staff Attorney	1.00	36.35	2,080	75,618	0	75,618
Assistant Corporation Counsel	0.50	35.31	1,040	36,725	0	36,725
Assistant Corporation Counsel	0.50	35.31	1,040	36,725	0	36,725
Assistant Corporation Counsel	1.00	35.31	2,080	73,450	0	73,450
Staff Attorney	1.00	33.42	2,080	69,513	0	69,513
Staff Attorney	1.00	32.46	2,080	67,524	0	67,524
Staff Attorney	1.00	32.46	2,080	67,524	0	67,524
Administrative Secretary	1.00	19.83	2,080	41,245	0	41,245
Administrative Secretary	1.00	18.69	2,080	38,878	0	38,878
	9.00		18,720	616,400	0	616,400
				Salary Adjustment		0
				Turnover Reduction		0
				Regular Earnings		616,400
				Premium Overtime		0
				Fringe Benefits		212,641
				Child Support Salaries Reimbursement		(399,262)
				2010 Total Compensation		429,779



CONTRACTS

Type of Service Provided	Annual Cost
Port and Solid Waste - PCB Litigation Fox River	100,000
Human Resources - Employee Labor Law	97,000
Corporation Counsel	62,000
County Board Counsel	42,000
Administration/Finance-Bond Counsel	32,500
Paper Service of Summons, Subpoenas, etc	2,000
Child Support-Conflict of Interest	1,500
Child Support-Conflict of Interest Cases	(1,500)
Administration/Finance Bond Counsel	(32,500)
County Board Counsel	(42,000)
Human Resources - Employee Labor Law	(97,000)
Port and Solid Waste - PCB Litigation Fox River	(100,000)
	64,000

CORPORATION COUNSEL 2010 BUDGET

Account Number	Description	2009				2010 Executive
		2008 Actual Amount	2009 Actual Amount	Estimated Amount	2009 Amended Budget	
Fund: 100 - GF						
Revenues						
Department: 016 - Corporation Counsel						
Division: 001 - General						
4100	General property taxes	351,198	133,134	266,268	266,268	255,791
4600.161	Charges and fees Legal	433	32	200	450	450
4600.162	Charges and fees Guardian ad litem	237,623	126,269	225,993	325,000	281,000
4700.003	Intergovt charges Municipalities	11,340	-	4,500	12,000	12,000
4900	Miscellaneous	-	-	-	-	-
9002	Transfer in	2,752	-	-	-	-
9002.200	Transfer in HR	15,669	-	-	-	-
	Division Total: 001 - General	619,016	259,435	496,961	603,718	549,241
	Department Total: 016 - Corporation Counsel	619,016	259,435	496,961	603,718	549,241
	Revenues Total	619,016	259,435	496,961	603,718	549,241
Expenditures						
Department: 016 - Corporation Counsel						
Division: 001 - General						
5100	Regular earnings	410,421	257,406	560,000	581,670	616,400
5102.100	Paid leave earnings Vacation	90,724	22,876	-	-	-
5103.000	Premium Overtime	2,096	-	-	-	-
5109.100	Salaries reimbursement Short term disability	(2,736)	-	-	-	-
5109.200	Salaries reimbursement IV-D	(237,750)	(124,414)	(295,592)	(295,592)	(274,161)
5109.300	Salaries reimbursement IV-E	(4,865)	(40,646)	(125,101)	(125,101)	(125,101)
5110.100	Fringe benefits FICA	36,556	20,580	160,000	251,208	45,120
5110.110	Fringe benefits Unemployment compensation	-	-	-	-	925
5110.200	Fringe benefits Health insurance	80,402	31,853	-	-	85,066
5110.210	Fringe benefits Dental Insurance	6,044	3,188	-	-	6,815
5110.220	Fringe benefits Life Insurance	978	550	-	-	1,121
5110.235	Fringe benefits Disability insurance	4,565	1,962	-	-	5,548
5110.240	Fringe benefits Workers compensation insurance	112	182	-	-	242
5110.300	Fringe benefits Retirement	19,523	12,282	-	-	29,587

Account Number	Description	2009			2010 Executive
		2008 Actual Amount	2009 Actual Amount	Estimated Amount	
5110.310	Fringe benefits Retirement credit	22,253	10,355	-	38,217
5300	Supplies	498	228	-	-
5300.001	Supplies Office	1,857	1,863	2,500	2,529
5300.003	Supplies Technology	-	-	-	2,610
5300.004	Supplies Postage	1,676	1,123	1,500	1,500
5303	Copy expense	689	406	1,000	1,000
5304	Printing	437	315	350	350
5305	Dues and memberships	1,510	30	2,500	2,500
5310	Advertising and public notice	150	-	1,250	1,250
5330	Books, periodicals, subscription	7,214	7,335	8,000	9,000
5340	Travel	1,257	1,480	5,000	5,000
5365	Special events	-	-	-	-
5395	Equipment - nonoutlay	-	2,981	2,981	-
5505	Telephone	2,636	1,470	2,940	2,940
5601.100	Intra-county expense Information services	12,129	12,919	29,281	24,907
5601.200	Intra-county expense Insurance	1,779	632	1,263	1,276
5706	Temporary replacement help	-	-	-	-
5708	Professional services	-	-	-	-
5710	Paper service - legal	621	1,816	2,000	2,000
5712	Court reporter service	-	-	300	-
5714	Accounting and auditing	-	(741)	-	-
5716	Legal services	516,181	136,069	279,241	335,000
5716.900	Legal services Contra	(304,759)	(102,549)	(142,855)	(273,000)
5781	Witness fees	-	-	103	100
5781.110	Witness fees Travel	-	-	-	-
5781.200	Witness fees SPD	-	-	-	-
5783	Transcripts	-	-	300	500
5880	Settlement	-	-	-	-
Division Total: 001 - General		672,200	261,548	496,961	549,241
Department Total: 016 - Corporation Counsel		672,200	261,548	496,961	549,241
Expenditures Total		672,200	261,548	496,961	549,241
Fund Revenue Total: 100 - GF		619,016	259,435	496,961	549,241
Fund Expenditure Total: 100 - GF		672,200	261,548	496,961	549,241
Fund Net Total: 100 - GF		(53,184)	(2,113)	-	-

Account Number	Description	2009			2010 Executive
		2008 Actual Amount	2009 Actual Amount	Estimated Amount	
	Revenue Grand Totals:	619,016	259,435	496,961	549,241
	Expenditure Grand Totals:	672,200	261,548	496,961	549,241
	Net Grand Totals:	(53,184)	(2,113)	-	-
				603,718	603,718
				Budget	