

1 **WASHINGTON COUNTY FINANCE COMMITTEE**

2
3 Courthouse - Government Center
4 West Bend, WI

November 17, 2010
8:00 a.m.

5
6 Present: Ralph R. Hensel, Richard L. Bertram, Leslie Borman, Todd Healy, and Joan A. Russell (arrived at
7 8:05 a.m.).

8
9 Also Present: Finance Director Susan Haag, County Board Chairperson Herbert Tennes, Administrative
10 Coordinator Doug Johnson, Treasurer Janice Gettelman, and County Clerk Brenda Jaszewski.

11
12 Chairman Hensel called the meeting to order and read the Affidavit of Posting.

13
14 **MINUTES**

15 Moved by Mr. Bertram, seconded by Mr. Healy to approve the Finance Committee minutes of October 6
16 and 20, 2010, as presented. Motion carried.

17
18 Moved by Mr. Borman, seconded by Mr. Bertram to approve the Finance Sub-Committee minutes of
19 October 13 & 27, and November 3, & 10, 2010, as presented. Motion carried.

20
21 **RESOLUTION - GRANT APPLICATION FOR FFY 2010 URBAN AREA SECURITY**
22 **INITIATIVE (UASI)**

23 *Appearance: Emergency Management Coordinator Rob Schmid*

24
25 Ms. Russell arrived at 8:05 a.m.

26
27 Moved by Mr. Borman, seconded by Mr. Bertram to approve the resolution authorizing the Emergency
28 Management Coordinator to apply for a grant from the State of Wisconsin, Office of Justice Assistance, in
29 the amount of \$243,000, to acquire equipment, programming and/or training in order to address
30 preparedness for and response to acts of and consequences of terrorism, and forward to the County Board.
31 Motion carried.

32
33 **RESOLUTION - TREATMENT ALTERNATIVE DIVERSION (TAD) GRANT**

34 *Appearance: Corrections Administrator Shirley Miller*

35 Moved by Mr. Healy, seconded by Ms. Russell to authorize the Sheriff's Department to apply for a grant in
36 the amount of \$123,513 for the Treatment Alternatives and Diversion (TAD) Program and forward to the
37 Public Safety Committee and County Board. Motion carried.

38
39 **RESOLUTION-DISALLOWANCE OF CLAIM - HOOPS MANAGEMENT (MICHAEL CERN)**

40 Moved by Mr. Bertram, seconded by Mr. Borman to approve the resolution for the Disallowance of Claim
41 by Hoops Management (Michael Cern), and forward to the County Board. Motion carried.

42
43 **OUTLAY REQUEST TO REMODEL LOBBY AND MEDICATION AREA OF HUMAN**
44 **SERVICES DEPARTMENT**

45 *Appearance: Behavioral Health Coordinator Kay Thuecks*

46 Ms. Thuecks presented a drawing of the proposed remodeling within the Human Services Department at
47 the Public Agency Center. This remodeling request is to improve safety and security within the Behavioral
48 Health operations. Changes will be made to secure the reception area, centralize the medical services,
49 provide confidentiality when dispensing medications, and provide a more secure and centralized area for
50 medications. Estimated costs are \$75,000 for the construction, \$13,640 for architectural fees, and \$3,880

1 for tempered glass for the reception area. It was recommended the medication storage area have windows
2 to provide visual verification of individuals within the room. Funding for this project would be covered by
3 the Medicaid Audit fund balance account in Human Services.
4

5 Moved by Ms. Russell, seconded by Mr. Borman to approve the remodeling in the Human Services
6 Department at the Public Agency Center at a cost not to exceed \$92,520. Motion carried.
7

8 **UPDATE ON WISCONSIN COUNTY MUTUAL INSURANCE COMPANY AND 2009 DIVIDEND**

9 *Appearance: General Administrator John Dirkse, Wisconsin County Mutual Insurance Company*
10 *(WCMIC)*

11 Mr. Dirkse gave a history of the WCMIC and information on the various insurance services they provide
12 for counties. The 2009 dividend from WCMIC, in the amount of \$34, 814, was received on November 8,
13 2010.
14

15 **OUTLAY REQUEST TO REMODEL WIC AREA OF HEALTH DEPARTMENT**

16 *Appearance: Director/Health Officer Linda Walter*

17 Ms. Walter stated the remodeling is requested in order to move the WIC clients out of the public hallway
18 and to provide services to these clients within the Health Department. The estimated cost is approximately
19 \$50,000 for the remodeling, plus \$9,020 architecture fees. There are grant funds available in the amount of
20 \$42,000 that can be applied toward this project and the remaining cost could be covered from the existing
21 2010 PAC remodeling project funds in the Capital Improvement Plan.
22

23 Moved by Ms. Russell, seconded by Mr. Borman to approve the remodeling in the Health Department at a
24 cost not to exceed \$59,020 using \$42,000 in grant funds and up to \$17,020 from remaining Capital
25 Improvement Plan funds. Motion carried.
26

27 Mr. Hensel recessed the meeting at 9:32 a.m. and reconvened at 9:39 a.m.
28

29 **SCHMIDT TAX DEED PROPERTY**

30 *Appearance: County Attorney Kimberly Nass*

31 Ms. Nass stated she has sent notice of the delinquency of taxes to the parties living at this property via
32 certified letter and by service from the Sheriff's Department and has received no response. Ms. Nass
33 informed the Town of Kewaskum that if they have evidence of building code violations, they would have
34 authority to enter the premises and the County could assist. So far, we do not have firsthand knowledge of
35 any violations that would warrant the Health Department to inspect the premises. Ms. Gettelman stated Mr.
36 Schmidt continues to make a payment in the amount of \$300 each month towards the delinquent taxes. The
37 Town has done a title report and has indicated there is approximately \$78,000, in addition to the delinquent
38 taxes and special assessments, that is due and owing on the property through judgments. If the County
39 takes the property by tax deed, any outstanding liens would not be extinguished; however, foreclosure *in*
40 *rem* would extinguish those liens. Ms. Nass stated that if this Committee decides to proceed with an *in rem*
41 foreclosure, the Town and the County would first need to reach an agreement that the property would be
42 turned over to the Town and the Town would make the County whole regarding the outstanding taxes,
43 interest and penalties. The Town has indicated they have an interested buyer for the property if the existing
44 liens are extinguished. Ms. Nass stated all parties with liens would be put on notice that the County is
45 proceeding with foreclosure and they would have a chance to redeem.
46

47 Moved by Mr. Bertram, seconded by Mr. Borman to authorize the County Attorney to secure an agreement
48 with the Town of Kewaskum as discussed, consistent with Section 75.365, Wisc. Stats. and then to proceed
49 with an *in rem* foreclosure on parcel T8-0111-00G in the Town of Kewaskum in order to make the County

1 whole in respect to outstanding taxes, interest and penalties and to clear the way for the Town to take action
2 on the property as they deem appropriate. Motion carried.

3
4 **CLOSED SESSION**

5 Moved by Mr. Healy, seconded by Mr. Borman to convene in closed session at 10:15 a.m. pursuant to Sec.
6 19.85(1) (c), Wis. Stats. for purposes of considering employment, promotion, compensation, or
7 performance evaluation data of any public employee over which the governmental body has jurisdiction or
8 exercises responsibility, specifically, "to conduct annual performance evaluation of the Finance Director".
9 Motion carried unanimously by roll call vote.

10
11 **RETURN TO OPEN SESSION**

12 Moved by Mr. Borman, seconded by Mr. Healy to return to open session. Motion carried unanimously by
13 roll call vote.

14
15 **SALES TAX REPORT**

16 The total received in October for sales tax earned in August was \$774,322.75, for a 2010 total of
17 \$5,665,168.42, net of Cabela's.

18
19 **NEXT MEETING DATES**

20 The Finance Committee will tentatively meet on December 22, 2010. The Finance Sub-Committee will
21 tentatively meet on November 24, and December 1, 8, and 15, 2010.

22
23 **FINANCIAL APPROVAL REPORT #25**

24 Moved by Mr. Healy, seconded by Mr. Borman to approve early release and presentation to the County
25 Board, Financial Approval Report #25 in the amount of \$3,935,093.29. Motion carried.

26
27 **VOUCHERS**

28 Moved by Mr. Healy, seconded by Mr. Borman to approve the following:

29 Miscellaneous vouchers in the amount of \$47,653.05.

30 General Accounts Payable vouchers in the amount of \$617,494.65.

31 WISACWIS vouchers in the amount of \$7,531.25.

32 Motion carried.

33
34 Moved by Mr. Healy, seconded by Mr. Borman to approve Mr. Bertram's expense voucher in the amount
35 of \$27.00. Motion carried.

36 Moved by Mr. Healy, seconded by Mr. Bertram to approve Mr. Borman's expense voucher in the amount
37 of \$180.00. Motion carried.

38 Moved by Ms. Russell, seconded by Mr. Borman to approve Mr. Healy's expense voucher in the amount of
39 \$126.00. Motion carried.

40 Moved by Ms. Russell, seconded by Mr. Healy to approve Mr. Hensel's expense voucher in the amount of
41 \$40.00. Motion carried.

42 Moved by Mr. Borman, seconded by Mr. Bertram to approve Ms. Russell's expense voucher in the amount
43 of \$114.00. Motion carried.

44
45 **ADJOURNMENT**

46 Moved by Mr. Healy, seconded Mr. Borman by to adjourn at 11:15 a.m. Motion carried.