

1 **FINANCE COMMITTEE**

2  
3 Courthouse – Government Center  
4 West Bend, WI

February 25, 2009  
8:30 a.m.

5  
6 Present: Ralph Hensel, Richard Bertram, Leslie Borman, William Meyers, and Joan Russell.

7  
8 Also Present: Finance Director Susan Haag, Administrative Coordinator Doug Johnson, Supervisor Peter  
9 Sorce, Planning and Parks Department Administrator Paul Mueller, and County Clerk Administrative  
10 Assistant Linda Doro.

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

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14 **MINUTES**

15 Moved by Mr. Bertram, seconded by Mr. Borman to approve the Joint Finance/ECC Committee minutes of  
16 January 28, 2009. Motion carried.

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18 Moved by Mr. Bertram, seconded by Mr. Meyers to approve the Finance Sub-Committee minutes of January  
19 14, & 28, and February 4, 11, & 18, 2009. Motion carried.

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21 **FOURTH QUARTER INVESTMENT REPORT**

22 *Appearance: County Treasurer Janice Gettelman*

23 Ms. Gettelman presented and reviewed the 2008 fourth quarter investment report. Moved by Mr. Bertram,  
24 seconded by Mr. Borman accept the Treasurer's Investment report. Motion carried.

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26 **AG USE VALUE CONVERSION REPORT**

27 *Appearance: County Treasurer Janice Gettelman*

28 Ms. Gettelman presented and reviewed the Ag Use Value Conversion Fees report. Moved by Mr. Bertram,  
29 seconded by Mr. Borman to accept the Ag Use Value Conversion Fees report. Motion carried.

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31 **ORDINANCE – UPDATE DEPOSITORIES**

32 *Appearance: County Treasurer Janice Gettelman*

33 Moved by Mr. Meyers, seconded by Mr. Borman to approve the ordinance amendment designating  
34 depositories for Washington County, and forward to the County Board. Motion carried.

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36 **OUT-OF-STATE TRAVEL REQUEST**

37 Moved by Mr. Bertram, seconded by Mr. Borman to authorize Liz Mayes in the Human Services department  
38 to attend the 10<sup>th</sup> Annual Patient Assistance Conference on March 10, and 11, 2009, in Baltimore, Maryland  
39 at a cost of \$144. Motion carried.

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41 **NEW POSITION REQUEST - ADRC**

42 *Appearance: ADRC Director Linda Olson*

43 Ms. Olson presented a request for an Information and Assistance Specialist, pay grade E-2, to specifically  
44 address continued needs for intake and triage. She is basing this request on the significant increase in call  
45 volume since Family Care began in April 2008, the growing population in Washington County, and an  
46 increase in the workload for the current Information and Assistance Specialists. The Department is looking to  
47 fill this position by April 1, 2009. Salary and benefits for this position will be fully funded by the State.

48 Moved by Mr. Bertram, seconded by Ms. Russell to approve an ordinance to add one (1) Information and  
49 Assistant Specialist position to the ADRC, pay grade E-2, effective April 1, 2009, and forward to the County  
50 Board. Motion carried.

51

1 **SALES TAX REPORT**

2 No report available.

3

4 **FINANCIAL APPROVAL REPORT #37**

5 Moved by Ms. Russell, seconded by Mr. Borman to approve early release and presentation to the County  
6 Board, Financial Approval Report #37 in the amount of \$7,819,643.71. Motion carried.

7

8 **VOUCHERS**

9 Moved by Mr. Bertram, seconded by Mr. Borman to approve the following:

10 **Miscellaneous** vouchers in the amount of \$41,502.73.

11 **General Accounts Payable** vouchers in the amount of \$972,048.16.

12 **Human Services Accounts Payable WISACWIS** vouchers in the amount of \$77,284.15.

13 Motion carried.

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15 Moved by Mr. Borman, seconded by Mr. Hensel to approve Mr. Bertram's expense voucher in the amount of  
16 \$26.40. Motion carried.

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18 Moved by Mr. Meyers, seconded by Mr. Hensel to approve Mr. Borman's expense voucher in the amount of  
19 \$158.40. Motion carried.

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21 Moved by Mr. Borman, seconded by Mr. Bertram to approve Mr. Hensel's expense voucher in the amount of  
22 \$19.80. Motion carried.

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24 Moved by Mr. Borman, seconded by Mr. Hensel to approve Mr. Meyers' expense voucher in the amount of  
25 \$176.00. Motion carried.

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27 Moved by Mr. Borman, seconded by Mr. Meyers to approve Ms. Russell's expense voucher in the amount of  
28 \$104.50. Motion carried.

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30 **MARCH SUB-COMMITTEE AND NEXT MEETING DATES**

31 The Finance Sub-Committee will meet on March 4, 11, & 18, 2009, and the regular Finance Committee will  
32 meet on Tuesday, March 10, 2009, and Wednesday March 25, 2009.

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34 The meeting recessed at 9:58 a.m. and reconvened at 10:02 a.m.

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36 **CLOSED SESSION**

37 Moved by Mr. Bertram, seconded by Mr. Borman to convene in closed session at 10:02 a.m. pursuant to Sec.  
38 19.85 (1)(c) Wisc. Stats. for the purpose of conducting performance evaluation – Finance Director. Motion  
39 carried unanimously by roll call vote.

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41 **RETURN TO OPEN SESSION**

42 Moved by Mr. Bertram, seconded by Mr. Borman to reconvene in open session at 11:04 a.m. Motion carried  
43 unanimously by roll call vote.

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45 **ACTION REGARDING CLOSED SESSION**

46 No action was taken.

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48 **ADJOURNMENT**

49 Moved by Mr. Borman, seconded by Ms. Russell to adjourn at 11:05 a.m. Motion carried.

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