

1 **FINANCE COMMITTEE**

2  
3 Courthouse  
4 West Bend, WI

March 8, 2006  
8:30 a.m.

5  
6 Present: James B. Esselmann, Peter L. Gonnering, Donald H. Roskopf, Joan A. Russell, (Arrived at 8:34 a.m.) and  
7 Thomas S. Smith.

8  
9 Also Present: Finance Director Susan Haag, Administrative Coordinator Douglas Johnson, and Chief Deputy Clerk  
10 Mary G. Lemke.

11  
12 Chairperson Esselmann called the meeting to order and read the Affidavit of Posting.

13  
14 **MINUTES**

15 Moved by Mr. Roskopf, seconded by Mr. Gonnering to approve the minutes of the February 1, 2006, Finance  
16 Committee, February 14, 2006, Joint Finance/Executive Committee, and the February 8, 15, 28, and March 1, 2006,  
17 Finance Sub-Committee. Motion carried.

18  
19 **GENERAL FUND TRANSFER – 2002 TRANSIT PROGRAM**

20 Appearance: Office on Aging Director Linda Olson, and Supervisor Larry Hoffmann.

21  
22 Moved by Mr. Roskopf, seconded by Mr. Smith to approve the general fund transfer request in the amount of  
23 \$136,313, to close out the 2002 Transit audit. Motion carried with Mr. Gonnering voting No.

24  
25 **USE OF JAIL ASSESSMENT FUNDS**

26 Moved by Mr. Gonnering, seconded by Ms. Russell to approve the use of Jail Assessment funds, in the amount of  
27 \$3,230, to have Facility Management install an ADA accessible door to the jail entrance. Motion carried.

28  
29 **RECOGNITION OF RETIRING COUNTY BOARD SUPERVISORS**

30 Moved by Mr. Smith, seconded by Ms. Russell to approve the Washington County Board of Supervisors present  
31 retiring County Board Supervisors with ten years or more of service with a plaque. Motion carried.

32  
33 **FINANCE DEPARTMENT NON-LAPSING ACCOUNTS**

34 Moved by Mr. Roskopf, seconded by Mr. Gonnering to approve the Finance Non-Lapsing accounts from 2005 to  
35 2006, in the amount of \$49,371.72. Motion carried.

36  
37 **2005 NON-LAPSING ACCOUNTS RESOLUTION**

38 Moved by Mr. Gonnering, seconded by Mr. Smith to approve the 2005 Non-Lapsing Accounts Resolution #68 and  
39 forward to the County Board. Motion carried.

40  
41 **2005 GENERAL FUND TRANSFERS**

42 Moved by Mr. Roskopf, seconded by Ms. Russell to approve the 2005 Resolution #69 – Transfer from the General  
43 Fund and forward to the County Board. Motion carried.

44  
45 **DONATION OF COMPUTER EQUIPMENT TO VOLUNTEER CENTER**

46 Moved by Mr. Gonnering, seconded by Ms. Russell to approve the donation of computer equipment to the  
47 Volunteer Center. Motion carried.

48  
49 **CONTRACT WITH CITY OF WEST BEND FOR IS COMPUTER SERVICES**

50 Moved by Mr. Smith, seconded by Mr. Gonnering to approve the contract with the City of West Bend for IS  
51 Computer Services. Motion carried.

52  
53 **FINANCE DIRECTOR'S REPORT ON STAFF ACTIVITIES**

54 Ms. Haag gave a report on staff activities in Finance, Purchasing, and Information Systems.

55  
56 **SALES TAX REPORT**

57 Ms. Haag distributed the 2005 County Remittance Sales Tax Report. The total received in February for sales tax  
58 earned in December is \$758,799.60, which brings the total received for 2005 to \$8,341,825.70.

59  
60 **DEPARTMENT TRANSFERS**

61 Ms. Haag explained the two requested transfers for the Sheriff's Department. Moved by Mr. Roskopf, seconded by  
62 Mr. Smith to approve the 2005 Transfer from Patrol-County Clothing in the amount of \$931.28 to Patrol-Outlay,  
63 and the 2006 Transfer from Corrections-Other Operating Supplies in the amount of \$1,355.00 to Corrections-  
64 Outlay. Motion carried.

65  
66 **OUT-OF-STATE TRAVEL**

67 Moved by Mr. Roskopf, seconded by Ms. Russell to approve out-of-state travel for Tobacco Control Specialist  
68 Dianna Forrester to attend a conference at the Mayo Clinic College of Medicine in Minnesota. Motion carried.

69  
70

1 Moved by Mr. Smith, seconded by Mr. Gonnering to approve the out-of-state travel for Deputy Director/Fair  
2 Manager Sandy Lang to attend the IAEA Zone 4 Conference in Austin, Minnesota. Motion carried.  
3

4 Moved by Mr. Roskopf, seconded by Ms. Russell to approve out-of-state travel to New Jersey,  
5 Pennsylvania, and Maryland for Supervisor Mary Krumbiegel and Assistant Administrator for Land  
6 Division, Herbert Wolf to attend the Land Use Study Tour April 5 through April 10, 2006. Motion  
7 carried.  
8

9 **RECESS**

10 Chairperson Esselmann recessed the Finance meeting at 9:32 a.m.  
11

12 **RECONVENE**

13 Chairperson Esselmann reconvened the Finance Committee meeting at 9:51 a.m.  
14 All Committee members were present. Also Present: County Attorney Kimberly Nass, Deputy/Assistant to  
15 Treasurer Gayle Renk, Finance Director Susan Haag, and Chief Deputy Clerk Mary G. Lemke.  
16

17 **RESOLUTIONS FOR SALE OF TAX DEED PARCELS**

18 Moved by Mr. Roskopf, seconded by Mr. Gonnering to approve Resolution #67 for the sale of tax deed parcel T11-  
19 0100-039, located in the Town of Trenton, to the Town of Trenton, in the amount of \$6,799.79, and forward to the  
20 County Board. Motion carried.  
21

22 **FINANCIAL APPROVAL REPORT #41**

23 Moved by Mr. Smith, seconded by Mr. Roskopf to approve early release and presentation to the County Board, of  
24 Financial Approval Report #41, in the amount of \$5,503,062.25. Motion carried.  
25

26 **VOUCHERS**

27 Moved by Ms. Russell, seconded by Mr. Gonnering to approve the following:

28 **Miscellaneous** vouchers in the amount of \$40,002.58.

29 **General Accounts Payable** vouchers in the amount of \$ 395,546.34.

30 Motion carried.  
31

32 Moved by Mr. Gonnering, seconded by Ms. Russell to approve Mr. Esselmann's expense voucher in the amount of  
33 \$19.58. Motion carried.  
34

35 Moved by Ms. Russell, seconded by Mr. Roskopf to approve Mr. Gonnering's expense voucher in the amount of  
36 \$8.90. Motion carried.  
37

38 Moved by Mr. Smith, seconded by Mr. Gonnering to approve Mr. Roskopf's expense voucher in the amount of  
39 \$160.20. Motion carried.  
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41 Moved by Mr. Gonnering, seconded by Mr. Smith to approve Ms. Russell's expense voucher in the amount of  
42 \$89.00. Motion carried.  
43

44 Moved by Ms. Russell, seconded by Mr. Gonnering to approve Mr. Smith's expense voucher in the amount of  
45 \$6.23. Motion carried.  
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47 **ADJOURNMENT**

48 Moved by Mr. Smith, seconded by Mr. Roskopf to adjourn at 10:15 a.m.  
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Brenda J. Jaszewski, County Clerk