

1 **FINANCE COMMITTEE**

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3
4 Courthouse – Government Center
5 West Bend, WI

June 24, 2009
8:30 a.m.

6
7 Present: Ralph R. Hensel, Richard L. Bertram, Leslie Borman, William Meyers, and Joan A. Russell.

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9 Also Present: Administrative Coordinator Douglas Johnson, County Board Chairman Herbert
10 Tennes, Finance Director Susan Haag, County Attorney Kimberly Nass, and Chief Deputy Clerk
11 Mary G. Lemke.

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

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15 **MINUTES**

16 Moved by Mr. Bertram, seconded by Ms. Russell to approve the Finance Committee minutes of May
17 27 and June 3, 2009. Motion carried.

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19 Moved by Ms. Russell, seconded by Mr. Borman to approve the Finance Sub-Committee minutes of
20 June 10, 2009. Motion carried.

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22 **2010 BUDGET**

23 Departments present:

24 Administrative Coordinator Doug Johnson, Administrative Assistant Judy Steinert, Finance Director Susan
25 Haag, Deputy Finance Director Paul Labonte, Assistant Finance Director Rich Abbott, Chief Deputy Clerk
26 Mary G. Lemke, Veterans Service Officer Mark Baldwin, ADRC Director Linda Olson, Health Department
27 Assistant Director Shari Winter, Register in Probate Kay Morlen, Human Services Director Jim Strachota,
28 Highway Commissioner Jon Edgren, Human Resources Director Peter German, Planning & Parks Deputy
29 Administrator Debora Sielski, Emergency Management Coordinator Rob Schmidt, County Attorney Kimberly
30 Nass, Deputy Register of Deeds Sue Olson, Purchasing Agent Bill Kurer, Clerk of Courts Kris Deiss, Clerk of
31 Courts Office Manager Wendy Hoefert, Treasurer Janice Gettelman, Fair Park Manager Sandy Lang, Fair Park
32 Accounting Manager Debbie Hoefert, Historical Society Executive Director Chip Beckford, District Attorney
33 Todd Martens, District Attorney Office Supervisor Jane Koepke, 4-H Youth Development
34 Educator/Department Head Kandi O'Neil, Medical Examiner Kelly McAndrews, Sheriff Dale Schmidt,
35 Corrections Administrator Shirley Miller, Samaritan Administrator Ed Somers, and County Board Chair
36 Herbert Tennes.

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38 Mr. Johnson gave a presentation on the 2010 budget and the budget packets were distributed to
39 departments. The meeting recessed at 9:07 a.m. and reconvened at 9:13 a.m. Department staff was
40 excused.

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42 **INCREASE TO INTER-DEPARTMENT POSTAGE SURCHARGE**

43 Mr. Johnson stated the County Clerk is requesting an increase to the surcharge to departments for
44 postage costs. In 2008, the total actual postage for the county was \$117,798.54, and costs directly
45 related to postage was \$27,602.04, which is 18.98% of the total postage and postage related costs.
46 Currently, a surcharge of 15% is added to postage charged to departments. In order to cover actual
47 postage and related costs, a 19% surcharge to departments, effective July 1, 2009, is being requested.

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49 Moved by Mr. Bertram, seconded by Mr. Meyers to approve an increase in the postage surcharge to
50 departments to 19% effective July 1, 2009. Motion carried.

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OUT-OF-STATE TRAVEL - SHERIFF'S DEPARTMENT

Appearance: Sheriff Dale Schmidt

Moved by Mr. Borman, seconded by Mr. Bertram to approve the out-of-state travel for Eric Essinger to attend a Training Session and Conference for Accident & Construction School in Bloomington, Illinois from September 14 – 18, 2009. Motion carried.

DRUG DOG PROGRAM

Appearance: Sheriff Dale Schmidt

Sheriff Schmidt presented a request to use Drug Forfeiture funds to purchase a dog for detecting illegal drugs to support both the Drug Unit, and Patrol Officers. The initial costs would be \$18,000 in 2009, and operating costs in 2010 would be approximately \$3,500. Sheriff Schmidt is proposing to use operating funds beginning in 2010.

Moved by Mr. Meyers, seconded by Mr. Bertram to authorize the Sheriff to purchase a dog for drug detection.

Moved by Mr. Hensel, seconded by Mr. Borman to amend the motion to require the use of drug forfeiture funds, if available, for the 2010 costs.

Motion to amend carried with Mr. Bertram voting no.

Motion to authorize the sheriff to purchase a dog for drug detection, as amended, carried.

JAIL ASSESSMENT FUNDS - PURCHASE OF AN INDUSTRIAL WASHER

Appearance: Sheriff Dale Schmidt

Moved by Ms. Russell, seconded by Mr. Bertram to authorize the Sheriff to use Jail Assessment funds to purchase an industrial washing machine from Great Lakes in the amount of \$6,964. Motion carried.

SALES TAX REPORT

The total received in June for sales tax earned in April 2009, was \$709,758.57, for a 2009 total of \$2,613,727.48.

Moved by Mr. Meyers, seconded by Mr. Bertram to accept the sales tax report. Motion carried.

NEXT MEETING DATES

The Finance Sub-Committee will meet on July 1, 15, and 22, 2009, and the regular Finance Committee will meet on July 8, and 29, 2009.

FINANCIAL APPROVAL REPORT #12

Moved by Mr. Bertram, seconded by Mr. Borman to approve early release and presentation to the County Board, Financial Approval Report #12 in the amount of \$6,687,843.60. Motion carried.

VOUCHERS

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

Miscellaneous vouchers in the amount of \$19,658.21.

General Accounts Payable vouchers in the amount of \$496,895.17.

1 **Human Services Accounts Payable WISACWIS** vouchers in the amount of \$18,941.00.

2 Motion carried.

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4 Moved by Mr. Hensel, seconded by Mr. Meyers to approve Mr. Bertram's expense voucher in the
5 amount of \$19.80. Motion carried.

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7 Moved by Mr. Meyers, seconded by Mr. Hensel to approve Mr. Borman's expense voucher in the
8 amount of \$92.40. Motion carried.

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10 Moved by Ms. Russell, seconded by Mr. Borman to approve Mr. Hensel's expense voucher in the
11 amount of \$22.00. Motion carried.

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13 Moved by Mr. Borman, seconded by Mr. Hensel to approve Mr. Meyers' expense voucher in the
14 amount of \$154.00. Motion carried.

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16 Moved by Mr. Borman, seconded by Mr. Meyers to approve Ms. Russell's expense voucher in the
17 amount of \$62.70. Motion carried.

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19 **ADJOURNMENT**

20 Moved by Ms. Russell, seconded by Mr. Borman to adjourn at 10:27 a.m. Motion carried.

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Brenda J. Jaszewski, County Clerk