

1 **WASHINGTON COUNTY FINANCE COMMITTEE**

2
3 Courthouse - Government Center
4 West Bend, WI

August 20, 2010
8:00 a.m.

5
6 Present: Ralph R. Hensel, Richard L. Bertram, Leslie Borman, Todd Healy, and Joan A. Russell.

7
8 Also Present: Finance Director Susan Haag, County Clerk Brenda Jaszewski, County Board Chair
9 Herbert J. Tennies, and County Treasurer Janice Gettelman.

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

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13 **MINUTES**

14 Moved by Ms. Russell, seconded by Mr. Healy to approve the Finance Committee minutes of July
15 28, 2010, as presented. Motion carried.

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17 Moved by Mr. Bertram, seconded by Mr. Borman to approve the Finance Sub-Committee minutes
18 of July 21, 2010, and August 4, and 11, 2010, as presented. Motion carried.

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20 **2011 BUDGET - COUNTY TREASURER**

21 County Treasurer Janice Gettelman presented the 2011 County Treasurer budget.

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23 The 2011 County Treasurer base level budget is \$408,598 credit, and the requested level budget is
24 \$408,599 credit. This does not include the proposed \$600,000 credit for Interest on Investments.

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26 **User Fees**

27 The 2011 User Fees were presented and reviewed. Increases for Unpaid Tax Report, Charge for
28 Returned Checks, and Copies-Screen Prints were approved.

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30 There are no new position requests, out-of-state travel, or outlay requests for 2011.

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32 Moved by Ms. Russell, seconded by Mr. Bertram to approve the 2011 County Treasurer budget
33 with a total net levy in the amount of \$1,008,599 credit, including user fees, and forward to
34 Administration. Motion carried.

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36 **2011 BUDGET - FINANCE DEPARTMENT**

37 Finance Director Susan Haag presented the 2011 Finance Department budget.

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39 The 2011 Finance base level budget is \$1,434,272, and the requested level budget is \$1,404,414.
40 There are no outlay requests for 2011. The 2011 User Fees were approved at the July 28, 2010
41 Finance Committee meeting.

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43 **Additional Position Request**

44 Ms. Haag is requesting the $\frac{3}{4}$ time Accounting Assistant position be increased to full-time.

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46 **2011 Out-of-State Travel**

47 The out-of-state travel request for 2011 for Finance is for 3 people to attend the GFOA conference
48 in San Antonio, TX at a cost of \$1,500 each, and for 2 people to attend the Collaborate 11
49 conference in Orlando, FL at a cost of \$2,500 each.

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2 The out-of-state travel request for 2011 for Information Services is for 1 person to attend
3 COMMON, IBM User Group in spring in Minneapolis, MN and/or in fall at a location to be
4 determined, at a cost of \$2,500 each, 2 people to attend Collaborate 11 in Orlando, FL at a cost of
5 \$2,500 each, 1 person to attend GMIS Statewide Government Conference at a location to be
6 determined, at a cost of \$1,700, and 1 person to attend GMIS Local Government Conference in
7 Galena, IL at a cost of \$1,500.

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9 Moved by Mr. Borman, seconded by Ms. Russell to approve the 2011 Finance budget with a net
10 levy in the amount of \$1,404,414, including out-of-state travel, the additional position request, and
11 user fees, and forward to Administration. Motion carried.

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13 **NEXT MEETING DATES**
14 The Finance Committee will tentatively meet on August 25, 2010, and September 29, 2010 for
15 regular meetings. The Finance Sub-Committee will tentatively meet September 1, 8, 15, and 22,
16 2010. Budget Hearings are tentatively scheduled for September 30, October 1, 4, 5, and 6, 2010.

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18 **ADJOURNMENT**
19 Moved by Mr. Bertram, seconded by Mr. Borman to adjourn at 9:22 a.m. Motion carried.

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Brenda J. Jaszewski, County Clerk