

1 **FINANCE COMMITTEE**

2
3 Courthouse – Government Center
4 West Bend, WI

August 22, 2007
8:30 a.m.

5
6 Present: Herbert J. Tennes, Richard L. Bertram, Ralph R. Hensel, Joan A. Russell, and James E.
7 Spindler.

8 Also Present: Finance Director Susan Haag, County Board Chair Thomas Sackett, County Treasurer
9 Janice Gettelman, Supervisor Charlene Brady, and County Clerk Brenda Jaszewski.

10
11 Chairman Tennes called the meeting to order and read the Affidavit of Posting.

12
13 **MINUTES**

14 Moved by Mr. Spindler, seconded by Ms. Russell to approve the Finance Committee minutes of
15 August 8, 2007. Motion carried.

16 Moved by Ms. Russell, seconded to Mr. Hensel approve the Finance Sub-Committee minutes of
17 August 15, 2007. Motion carried.

18
19 **2007 NOTES**

20 Appearance: Brad Viegut, Robert W. Baird & Co.

21
22 Mr. Viegut presented a summary of the proposed 2007 financing plan for a portion of the Sheriff’s
23 Department radio project and related space. The General Obligation Promissory Notes in the amount
24 of \$4,500,000 will have a ten-year note issue, a final maturity date of 2017, and are callable in 2014.
25 The estimated annual percentage rate for interest is 4.35%. This would be a competitive bid and
26 available for any financial institution to submit a bid. The anticipated date funds will be available is
27 November 2007.

28
29 Moved by Mr. Bertram, seconded by Ms. Russell to approve the 2007 financing plan in the amount
30 of \$4,500,000 and forward to the County Board for consideration on September 11, 2007. Motion
31 carried.

32
33 **2008 COUNTY TREASURER BUDGET**

34 County Treasurer Janice Gettelman presented the 2008 Treasurer budget. The requested budget is
35 \$1,493,966 credit, which includes \$1,100,000 credit Interest on Investments. The requested 2008
36 budget expenses are \$383,334. There are no requests for out-of-state travel, new positions, or outlay
37 and no user fees were presented.

38
39 Moved by Mr. Bertram, seconded by Ms. Russell to approve the 2008 County Treasurer budget with
40 a net levy of \$1,493,966 credit, and forward to Administration. Motion carried.

41
42 **2008 FINANCE DEPARTMENT BUDGET**

43 Finance Director Susan Haag presented the 2008 Finance Department budget. The base budget is
44 \$1,205,365, and the requested level is \$1,252,300.

45
46 **Out-of-State Travel**

47 The out-of-state travel request for 2008 for Finance is for 3 people to attend the GFOA conference in
48 Ft. Lauderdale, FL at a cost of \$2,500 each, and 2 people to attend the Oracle User Group in Denver,
49 CO at a cost of \$2,500 each. The out-of-state travel request for 2008 for Information Services is for 2
50 people to attend COMMON, IBM User Group in spring in Nashville, TN and/or Fall at a location
51 unknown at a cost of \$2,500 each, 2 people to attend the Oracle User Group conference in Denver,

1 CO at a cost of \$2,500 each, 1 person to attend GMIS Statewide Government Conference in New
2 Jersey at a cost of \$1,700, and 1 person to attend FOSE Conference in Washington, DC at a cost of
3 \$1,500.

4
5 **Decision Items**

- 6 1. Itera – Disaster recovery software - \$16,000
7 2. Software for tracking 7 reporting web use, email & PC monitoring - \$18,000
8 3. Video conferencing backup - \$5,000
9 4. Payroll consulting – \$2,935
10 5. Other consulting - \$5,000

11 The Committee eliminated items 2-5, in the amount of \$30,935, reducing the requested budget to
12 \$1,221,365.

13
14 The Information Services user fees for 2008 were approved at the July 25, 2007 meeting and there is
15 no outlay and no new position requests.

16
17 Moved by Ms. Russell, seconded by Mr. Spindler to approve the 2008 Finance Department budget,
18 including out-of-state travel, with a net levy of \$1,221,365 and forward to Administration. Motion
19 carried with Mr. Hensel voting No.

20
21 **STATE TRUST FUND LOAN REPORT**

22 Ms. Haag reported the loan application has been approved and the documents for requesting the
23 funds have been submitted to the State.

24
25 **FINANCIAL APPROVAL REPORT #27**

26 Moved by Mr. Spindler, seconded by Mr. Bertram to approve early release and presentation to the
27 County Board, Financial Approval Report #27 in the amount of \$3,110,627.22. Motion carried.

28
29 **VOUCHERS**

30 Moved by Mr. Bertram, seconded by Mr. Hensel to approve the following:

- 31 **Miscellaneous** vouchers in the amount of \$765,799.66.
32 **Social Services WiSACWIS** vouchers in the amount of \$89,180.47.
33 **General Accounts Payable** vouchers in the amount of \$283,976.76.

34 Motion carried.

35
36 Moved by Mr. Spindler, seconded by Mr. Hensel to approve the Tennies Ace Hardware voucher in
37 the amount of \$21.99. Motion carried.

38 Moved by Ms. Russell, seconded by Mr. Hensel to approve Mr. Bertram's expense voucher in the
39 amount of \$58.20. Motion carried.

40 Moved by Mr. Bertram, seconded by Ms. Russell to approve Mr. Hensel's expense voucher in the
41 amount of \$13.58. Motion carried.

42 Moved by Mr. Hensel, seconded by Mr. Bertram to approve Ms. Russell's expense voucher in the
43 amount of \$36.86. Motion carried.

44 Moved by Mr. Hensel, seconded by Ms. Russell to approve Mr. Spindler's expense voucher in the
45 amount of \$84.88. Motion carried.

46
47 **ADJOURNMENT**

48 Moved by Mr. Bertram, seconded by Mr. Hensel to adjourn at 10:27 a.m. Motion carried.