

1 **FINANCE COMMITTEE**

2
3 Courthouse
4 West Bend, WI

September 7, 2005
8:30 a.m.

5
6 Present: James B. Esselmann, Donald H. Roskopf, Joan A. Russell, and Thomas S. Smith.

7
8 Excused: Peter L. Gonnering.

9
10 Also Present: Finance Director Susan Haag, Administrative Coordinator Doug Johnson, County Board
11 Chair Kenneth F. Miller, County Attorney Kimberly Nass, Supervisor Donald N. Kempf, Supervisor
12 Donald J. Berchem, and County Clerk Brenda Jaszewski.

13
14 Chairperson Esselmann called the meeting to order and read the Affidavit of Posting.

15
16 **MINUTES**

17 Moved by Mr. Smith, seconded by Mr. Roskopf to approve the minutes of the August 17, 2005, Finance
18 Committee, and the August 24, 2005, Finance Sub-Committee. Motion carried.

19
20 **PROPOSED SALES TAX RESOLUTION**

21 Mr. Johnson reviewed comparisons of property tax impacts for the various half-cent sales tax options and
22 presented a proposed resolution to recommend the County Board declare its intention to continue the half-
23 cent sales tax after 2006. This resolution includes the recommendation that 70% of the sales tax proceeds
24 be allocated to capital projects in 2007 and 2008 with 30% to offset property taxes for the operating budget,
25 and 50% allocated to capital projects and 50% to offset property taxes in the operating budget in 2009 and
26 thereafter. This resolution is only to declare the intent to consider an ordinance regarding continuation of
27 the sales tax during a first quarter, 2006 meeting of the County Board.

28
29 Mr. Roskopf questioned the resolution regarding the percentage of allocation of sales tax for property tax
30 relief and capital project funds and if these percentages could be changed in the future. Mr. Johnson
31 indicated the percentages could be changed with approval from Finance and the County Board.

32
33 Moved by Mr. Roskopf, seconded by Ms. Russell to approve the resolution to recommend continuance of
34 the County sales tax after 2006, and forward to the County Board. Motion carried.

35
36 **CABELA'S DEVELOPMENT – PROPOSED BORROWING RESOLUTION**

37 Appearance: Brad Viegut, Robert W. Baird, & Co., and Brian Lanser, Quarles & Brady

38
39 Mr. Miller distributed a brochure from Cabela's and discussed the proposed Resolution 32 for the regional
40 partnership approach to the project. This resolution includes the borrowing of not more than \$4,000,000 by
41 issuance of General Obligation Bonds. Mr. Lanser discussed the proposed resolution as it relates to the
42 state statutes for regional projects. The statutes allow the issuance of bonds if a regional project benefits
43 more than one governmental entity and there is participation of more than one governmental entity. Mr.
44 Miller indicated Washington County has received resolutions from the Towns of Polk and Richfield in
45 support of the Cabela's project. The Committee members, Mr. Miller, and Supervisors that were present
46 expressed their concerns and/or support for the project.

47
48 Moved by Mr. Roskopf, seconded by Ms. Russell to approve Resolution 32, Determining
49 Educational/Public Museum Facility in connection with Cabela's Incorporated project to be a "Regional
50 Project" and authorizing the issuance of not to exceed \$4,000,000 General Obligation Bonds to finance the
51 facility, and forward to the County Board. Motion defeated with Mr. Smith and Mr. Esselmann voting No.

52
53 Moved by Mr. Roskopf, seconded by Ms. Russell to forward to the County Board, without
54 recommendation, Resolution 32, Determining Educational/Public Museum Facility in connection with
55 Cabela's Incorporated project to be a "Regional Project" and authorizing the issuance of not to exceed
56 \$4,000,000 General Obligation Bonds to finance the facility. Motion carried.

57
58 Mr. Berchem and Mr. Kempf left at 9:55 a.m.

59 Mr. Esselmann recessed at 9:55 a.m. and reconvened at 10:00 a.m.

60
61 **FFY 2005 UASI CITIZEN CORPS SUSTAINMENT GRANT APPLICATION**

62 Appearance: Emergency Management Coordinator Rob Schmid

63
64 Mr. Schmid presented a proposed resolution to authorize the Emergency Management Coordinator to apply
65 for a grant from the State of Wisconsin, Office of Justice Assistance in the amount of \$52,000, to be used
66 by the Volunteer Center of Washington County. These funds will be used toward terrorism preparedness.
67 This is a pass-through of grant funds and there would be no direct costs incurred by Washington County.

68

1 Moved by Mr. Smith, seconded by Ms. Russell to approve the resolution authorizing Mr. Schmid apply for
2 an Urban Area Security Initiative grant from the State of Wisconsin, Office of Justice Assistance, in an
3 amount of \$52,000 to be used for continuation of the administration of the existing citizen volunteer
4 program in order to continue preparedness efforts to address acts of and consequences of terrorism, and
5 forward to the County Board. Motion carried.
6

7 **FFY 2005 URBAN AREA SECURITY INITIATIVE CRITICAL INFRASTRUCTURE**
8 **PROTECTION GRANT APPLICATION**

9 Appearance: Emergency Management Coordinator Rob Schmid
10

11 Mr. Schmid presented a proposed resolution to authorize the application for a grant from the State of
12 Wisconsin, Office of Justice Assistance in the amount of \$205,000, to be used to acquire security and
13 screening equipment for the new courthouse addition. There would be no additional direct costs incurred
14 by Washington County for this grant.
15

16 Moved by Mr. Roskopf, seconded by Ms. Russell to approve the resolution authorizing Mr. Schmid apply
17 for a Critical Infrastructure Protection Equipment UASI Grant from the State of Wisconsin, Office of
18 Justice Assistance, in an amount not to exceed \$205,000 to acquire appropriate equipment for security and
19 screening for the new courthouse addition, and forward to the County Board. Motion carried.
20

21 **SALES TAX REPORT**

22 Ms. Haag distributed an updated 2005 County Sales Tax Remittance report. The total received in August
23 for sales tax earned in June was \$808,086.86, which brings the total received for 2005 to \$4,052,464.81.
24 Ms. Haag stated several counties have requested an audit of the department at the State level that is
25 responsible for county sales tax remittances. Mr. Miller will follow up with legislators and the Wisconsin
26 Counties Association regarding this matter.
27

28 **FINANCE DIRECTOR'S REPORT ON STAFF ACTIVITIES**

29 **Information Systems**

30 More departments are moving to Voice Over IP, and all Fax machines have been converted to VOIP. With
31 the exception of Dispatch, the Sheriff's Department will be switching to VOIP.
32

33 **Purchasing**

34 The Purchasing Division has been busy with the Rails to Trails and Samaritan Assisted Living projects.
35 Interviews with several of the Health Insurance bidders will be conducted soon and Ms. Haag indicated the
36 9% budgeted Health Insurance increase to departments for 2006 should be sufficient.
37

38 **Finance**

39 Work on the 2006 budget is continuing, and Ms. Haag, Mr. Esselmann, Mr. Johnson, and Mr. Miller will
40 be reviewing the preliminary figures immediately following this meeting.
41

42 **OUT-OF-STATE TRAVEL**

43 Moved by Mr. Smith, seconded by Ms. Russell to approve the out-of-state travel request for Ms. Jaszewski
44 to review election software at Fidar Company in Rock Island, Illinois, at a cost of approximately \$100.
45 Motion carried.
46

47 **DEPARTMENT TRANSFERS**

48 There were no department transfer requests.
49

50 **FINANCIAL APPROVAL REPORT #18**

51 Moved by Mr. Smith, seconded by Ms. Russell to approve early release and presentation to the County
52 Board of Financial Approval Report #18 in the amount of \$8,364,030.25. Motion carried.
53

54 **VOUCHERS**

55 Ms. Haag has received a written request from Clerk of Courts Kristine Deiss for reimbursement in the
56 amount of \$7.00 for a meal on an expense voucher that does not include a receipt. It has been past practice
57 of this Committee to deny these requests and require receipts for meal reimbursement.
58

59 Moved by Mr. Roskopf, seconded by Ms. Russell to deny the request by Kristine Deiss for reimbursement
60 of \$7.00 in meal expense. Motion carried.
61

62 Moved by Mr. Smith, seconded by Mr. Roskopf to approve the following:
63

64 **Miscellaneous** vouchers in the amount of \$26,736.15.

65 **General Accounts Payable** vouchers in the amount of \$381,752.59.
66

67 Motion carried.
68

1 Moved by Mr. Roskopf, seconded by Ms. Russell to approve Mr. Esselmann's expense voucher in the
2 amount of \$31.18. Motion carried.

3
4 Moved by Ms. Russell, seconded by Mr. Smith to approve Mr. Gonnering's expense voucher in the amount
5 of \$8.10. Motion carried.

6
7 Moved by Ms. Russell, seconded by Mr. Smith to approve Mr. Roskopf's expense voucher in the amount
8 of \$153.90. Motion carried.

9
10 Moved by Ms. Russell, seconded by Mr. Roskopf to approve Mr. Smith's expense voucher in the amount
11 of \$17.01. Motion carried.

12
13 **NEXT MEETING**

14 The next meeting is tentatively scheduled for Wednesday, September 21, 2005.

15
16 **ADJOURNMENT**

17 Moved by Mr. Smith, seconded by Mr. Roskopf to adjourn the Finance Committee at 10:37 a.m. Motion
18 carried.

19
20
21
22

Brenda J. Jaszewski, County Clerk