

1 **FINANCE COMMITTEE**

2  
3 Courthouse – Government Center  
4 West Bend, WI

October 22, 2008  
8:30 a.m.

5  
6 Present: Richard L. Bertram, Leslie Borman, William Meyers, and Joan A. Russell. Excused:  
7 Ralph R. Hensel.

8  
9 Also Present: Finance Director Susan Haag, County Board Chair Herbert Tennes, and County  
10 Clerk Brenda Jaszewski.

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12 Vice-Chairman Bertram called the meeting to order and read the Affidavit of Posting.

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14 **MINUTES**

15 Moved by Ms. Russell, seconded by Mr. Borman to approve the Finance Committee minutes of  
16 September 24, 2008. Motion carried.

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18 Moved by Mr. Meyers, seconded by Mr. Borman to approve the Finance Sub-Committee minutes of  
19 October 1, 8, and 15, 2008. Motion carried.

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21 **OUT-OF-STATE TRAVEL**

22 *Appearance: UW-Ext. Educator Paul Roback*

23 Moved by Ms. Russell, seconded by Mr. Meyers to authorize Paul Roback to attend a Strategic  
24 Planning & Organizational Training conference in Washington DC December 10-12, 2008 at no  
25 cost to Washington County. Motion carried.

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27 **HEALTH DEPARTMENT OUTLAY**

28 *Appearance: Director/Health Officer Linda Walter*

29 Moved by Ms. Russell, seconded by Mr. Borman to approve a 2008 transfer of up to \$19,000 in  
30 grant funds into Outlay for purchasing a refrigerator for vaccines, six hand-held radios, and a  
31 medical procedure chair. Motion carried.

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33 **WIC STAFF CHANGES**

34 *Appearance: Director/Health Officer Linda Walter*

35 Moved by Mr. Meyers, seconded by Ms. Russell to approve changing two grant funded positions of  
36 Program Assistant and Dietetic Technician currently from Part-time half time to Part-time 3/4 time,  
37 and forward to the Administrative Services Committee. Motion carried.

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39 **THIRD QUARTER INVESTMENT REPORT**

40 *Appearance: Treasurer Janice Gattelman*

41 Ms. Gattelman presented and reviewed the 2008 third quarter investment report. Moved by Mr.  
42 Borman, seconded by Mr. Meyers to accept the Treasurer's Investment Report. Motion carried.

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44 **RESOLUTION – STALE CHECKS**

45 *Appearance: Treasurer Janice Gattelman*

46 Moved by Mr. Meyers, seconded by Mr. Borman to approve the resolution for voiding stale dated  
47 checks in the amount of \$23,792.60, and forward to the County Board. Motion carried.

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**ORDINANCE – UPDATE DEPOSITORIES**

*Appearance: Treasurer Janice Gettelman*

Moved by Ms. Russell, seconded by Mr. Meyers to approve the ordinance amendment designating depositories for Washington County, and forward to the County Board. Motion carried.

**SALES TAX REPORT**

The total received in September for sales tax earned in July was \$716,151.92, for a 2008 total of \$5,353,977.83. Moved by Mr. Borman seconded by Ms. Russell to accept the sales tax report. Motion carried.

**NOVEMBER SUB-COMMITTEE AND NEXT MEETING DATES**

The Finance Sub-Committee will meet on November 5, 12, and 19, 2008, and the regular Finance Committee will meet on Wednesday, November 26, 2008.

**FINANCIAL APPROVAL REPORT #28**

Moved by Mr. Meyers, seconded by Mr. Borman to approve early release and presentation to the County Board, Financial Approval Report #28 in the amount of \$4,695,899.00. Motion carried.

**VOUCHERS**

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

**Miscellaneous** vouchers in the amount of \$88,788.28.

**General Accounts Payable** vouchers in the amount of \$1,488,804.49.

Motion carried.

Moved by Ms. Russell, seconded by Mr. Borman to approve Mr. Bertram's expense voucher in the amount of \$10.53. Motion carried.

Moved by Ms. Russell, seconded by Mr. Bertram to approve Mr. Borman's expense voucher in the amount of \$93.60. Motion carried.

Moved by Mr. Borman, seconded by Ms. Russell to approve Mr. Hensel's expense voucher in the amount of \$32.76. Motion carried.

Moved by Mr. Borman, seconded by Ms. Russell to approve Mr. Meyers' expense voucher in the amount of \$140.40. Motion carried.

Moved by Mr. Borman, seconded by Mr. Meyers to approve Ms. Russell's expense voucher in the amount of \$111.15. Motion carried.

**ADJOURNMENT**

Moved by Ms. Russell, seconded by Mr. Meyers to adjourn at 9:40 a.m. Motion carried.

Brenda J. Jaszewski, County Clerk