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3 **FINANCE COMMITTEE**

4 Courthouse  
5 West Bend, WI

March 30, 2005  
8:30 a.m.

6 Present: James B. Esselmann (via telephone), Peter L. Gonnering, Joan A. Russell, and Donald H.  
7 Roskopf.

8  
9 Excused: Thomas S. Smith.

10  
11 Also present: Administrative Coordinator Doug Johnson, County Board Chair Kenneth F. Miller,  
12 Assistant Finance Director Paul Labonte, and County Clerk Brenda Jaszewski.

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

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16 **MINUTES**

17 Moved by Mr. Roskopf, seconded by Mr. Gonnering to approve the March 2 & 15, 2005, Finance  
18 Committee minutes, and the March 9, 16, & 23, 2005, Finance Sub-Committee minutes, as presented.  
19 Motion carried.

20  
21 **2004 YEAR END FINANCIAL REPORTS**

22 Mr. Johnson distributed a 2004 Washington County Budget Comparison and noted that there were no  
23 departments that required a transfer from the General Fund for 2004. Mr. Labonte distributed and  
24 reviewed the unaudited General Fund analysis. The unaudited balance in the General Fund as of  
25 December 31, 2004, is \$20,569,105. The 2005 budgeted expenses amount to \$69,984,295, and Mr.  
26 Labonte noted the undesignated balance is approximately 11% of the General Fund expenses. Mr.  
27 Johnson distributed the accounts to watch and reviewed the various accounts.

28  
29 Mr. Labonte reported that the Washington County Finance Department received a Certificate of  
30 Excellence from the Government Finance Officers Association for our 2003 Financial Reporting.

31  
32 **RESOLUTION TO AUTHORIZE NON LAPSING ACCOUNTS FROM 2004**

33 Mr. Gonnering noted an error on Resolution 95 - Non-Lapsing accounts. The Resolution lists Supervisor  
34 Spindler is listed as Chairperson of the Finance Committee and this needs to be changed to Mr.  
35 Esselmann. Moved by Mr. Roskopf, seconded by Ms. Russell to approve 2004 Resolution 95 – Non-  
36 Lapsing Accounts, as corrected, and forward to the County Board. Motion carried.

37  
38 **JANUARY SALES TAX REPORT**

39 Mr. Labonte distributed the January 2005 sales tax report and noted collections were \$547,621.42.

40  
41 **REVISE FUNDING PLAN FOR COURTHOUSE ADDITION PROJECT 2005-2006**

42 Mr. Johnson distributed a summary of the financial needs for the Courthouse project. In order to move  
43 forward on this project, Mr. Johnson is requesting an additional \$950,000 in funding, using undesignated  
44 2004 sales tax funds. The additional construction funding that is needed amounts to \$750,000, and the  
45 additional funding needed for court technology equipment is \$200,000. Mr. Johnson indicated that the  
46 Courthouse Addition Building Committee will meet this afternoon and will be requested to reduce the  
47 cost of the project by at least \$425,000, through value engineering ideas from the construction manager.  
48 With these cost reductions and the additional \$950,000 in funding, the project could proceed.

49  
50 Moved by Mr. Gonnering, seconded by Ms. Russell to approve the use of up to \$950,000 in undesignated  
51 2004 sales tax revenue for the Courthouse Addition/Remodeling project. Motion carried.

52

1 **DISALLOWANCE OF CLAIM – ERIC & KARRI WECKWERTH**

2 Moved by Mr. Roskopf, seconded by Mr. Gonnering to disallow the claim of Eric and Karen Weckwerth  
3 in the amount of \$11,400.00 and forward to the County Board. Motion carried.

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5 **DEPARTMENT TRANSFERS**

6 Moved by Ms. Russell, seconded by Mr. Gonnering to approve the County Clerk’s request to transfer  
7 \$5,800 from Election Supplies to Outlay. Motion carried.

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9 **OUT-OF-STATE TRAVEL**

10 Mr. Labonte stated there are no out-of-state travel requests.

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12 **VOUCHERS**

13 Moved by Mr. Roskopf, seconded by Ms. Russell to approve Mr. Gonnering’s expense voucher in the  
14 amount of \$24.30. Motion carried.

15 Moved by Mr. Gonnering, seconded by Ms. Russell to approve Mr. Roskopf’s expense voucher in the  
16 amount of \$105.30. Motion carried.

17 Moved by Mr. Gonnering, seconded by Mr. Roskopf to approve Ms. Russell’s expense voucher in the  
18 amount of \$142.97. Motion carried.

19  
20 Mr. Esselmann (via telephone), Mr. Miller and Mr. Johnson left the meeting at 9:12 a.m.

21  
22 Mr. Gonnering nominated Mr. Roskopf as Chairperson Pro-Tem. There being no further nominations,  
23 nominations were closed and a unanimous ballot was cast for Mr. Roskopf as Chairperson Pro-Tem.

24  
25 Moved by Mr. Gonnering, seconded by Ms. Russell to approve the following vouchers:

26  
27 **Social Services WISACWIS** vouchers in the amount of \$34,825.00.

28 **Miscellaneous** vouchers in the amount of \$48,816.43.

29 **General Accounts Payable** vouchers in the amount of \$918,350.56.

30  
31 **FINANCIAL APPROVAL REPORT #48**

32 Moved by Mr. Roskopf, seconded by Ms. Russell to approve early release and presentation of Financial  
33 Approval Report #48, in the amount of \$2,556,698.89, to the County Board. Motion carried.

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35 **ADJOURNMENT**

36 Moved by Mr. Gonnering, seconded by Ms. Russell to adjourn at 9:41 a.m. Motion carried.

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Brenda J. Jaszewski, County Clerk