

1 **FINANCE COMMITTEE AND JOINT FINANCE/EDUCATION &**
2 **CULTURE/EXECUTIVE**

3
4 Courthouse
5 West Bend, WI

October 14, 2009
8:00 a.m.

6
7 Present for the Finance Committee: Ralph Hensel, Leslie Borman, William Meyers, and Joan
8 Russell. Excused: Richard Bertram.

9
10 Also Present: County Attorney Kim Nass, Finance Director Susan Haag, County Clerk Brenda
11 Jaszewski, Supervisors Donald Berchem, Charlene Brady, James Core, and John Stern, Interim Fair
12 Park Director Sandy Lang, Fair Park Accounting Manager Debbie Hoefert, and AIS Board Member
13 Dan Dineen.

14
15 Chairperson Hensel called the Finance Committee meeting to order and read the Affidavit of
16 Posting.

17
18 Ms. Nass distributed a written report from Supervisor Richard Bertram regarding the workgroup
19 recommendations. The report indicated the workgroup recommends the county purchase the
20 buildings at Fair Park, along with a list of fixed assets, for a net amount not to exceed \$688,000.
21 The funds for the purchase should be from sales tax and the transaction should close before the end
22 of the year. A listing of the fixed assets was distributed to the Committee.

23
24 **CLOSED SESSION**

25 Moved by Mr. Borman, seconded by Mr. Hensel to convene in closed session at 8:10 a.m. pursuant
26 to §19.85(1)(e), Wis. Stats., to deliberate or negotiate the purchase of properties, specifically, to
27 discuss the terms and conditions relating to the purchase of the buildings and other fixed assets
28 located at the Washington County Fair Park. Motion carried with Ms. Russell, Mr. Hensel, and Mr.
29 Borman voting Aye and Mr. Meyers voting No.

30
31 Committee members present during the closed session: Ralph Hensel, Leslie Borman, William
32 Meyers, and Joan Russell. Also present: County Attorney Kim Nass, Finance Director Susan
33 Haag, County Clerk Brenda Jaszewski, Supervisors Donald Berchem, Charlene Brady, James Core,
34 and John Stern.

35
36 **RETURN TO OPEN SESSION**

37 Moved by Ms. Russell, seconded by Mr. Borman to return to open session at 8:23 a.m. Motion
38 carried unanimously by roll call vote.

39
40 **FAIR PARK FINANCIAL PLAN RECOMMENDATION – RESOLUTION REGARDING**
41 **PURCHASE OF BUILDINGS**

42 Ms. Nass distributed a draft resolution that authorizes the purchase of the Fair Park buildings and
43 fixed assets. The gross cost would be \$756,000, and the net amount would be not to exceed
44 \$688,000. The resolution directs the funding to be provided from sales tax by reducing the Sheriff's
45 Department radio project by \$408,000, and reassigning the remaining funds from the Schmidt Road
46 project in the amount of \$280,000. The sale would be subject to the buildings and other fixed assets
47 to be free and clear of all liens, encumbrances, judgments, pending lawsuits, or other legal
48 obligations. In addition, an agreement would be executed that obligates AIS to pay the County

1 within five years, at a minimum, the difference between the gross amount and the net amount from
2 funds it receives as a result of any settlement of disputed claims relating to the buildings and assets.

3
4 Mr. Stern stated that as Chairperson for the Radio Communications Committee, he recommends not
5 using funds from the radio project because it is not yet complete. Testing has not gone well and a
6 commitment has been made to twelve municipalities to provide compatible radios for their Public
7 Works departments.

8
9 Moved by Russell, seconded by Borman to approve the draft resolution authorizing the purchase of
10 Fair Park buildings and other fixed assets in a net amount not to exceed \$688,000 using available
11 sales tax funds, and forward to the County Board. Motion carried with Mr. Meyers voting no.

12
13 **FINANCIAL APPROVAL REPORT #27**

14 Moved by Ms. Russell, seconded by Mr. Borman to approve early release and presentation to the
15 County Board, Financial Approval Report #27 in the amount of \$3,105,038.23. Motion carried.

16
17 **VOUCHERS**

18 Moved by Mr. Meyers, seconded by Mr. Borman to approve the following:

19 **Miscellaneous vouchers** in the amount of \$142,082.93.

20 **General Accounts Payable vouchers** in the amount of \$578,154.64.

21 **Human Services Accounts Payable WISACWIS vouchers** in the amount of \$37,551.11 .

22 Motion carried.

23
24 Moved by Mr. Hensel, seconded by Ms. Russell to approve Mr. Bertram’s expense voucher in the
25 amount of \$55.00. Motion carried.

26
27 Moved by Mr. Hensel, seconded by Mr. Meyers to approve Mr. Borman’s expense voucher in the
28 amount of \$372.08. Motion carried.

29
30 Moved by Mr. Borman, seconded by Ms. Russell to approve Mr. Hensel’s expense voucher in the
31 amount of \$35.20. Motion carried.

32
33 Moved by Mr. Hensel, seconded by Ms. Russell to approve Mr. Meyers’ expense voucher in the
34 amount of \$176.00. Motion carried.

35
36 Moved by Mr. Borman, seconded by Mr. Hensel to approve Ms. Russell’s expense voucher in the
37 amount of \$83.60. Motion carried.

38
39 Chairperson Hensel recessed the Finance Committee at 8:53 a.m. and reconvened at 9:00 a.m.

40
41 **CONVENE EXECUTIVE COMMITTEE AND EDUCATION & CULTURE COMMITTEE**

42 Present for the Education & Culture Committee: Marilyn Merten, Robert Adam, Todd Healy, and
43 Raymond Heidtke. Excused: Kenneth Brandt.

44
45 Present for the Executive Committee: Herbert Tennies, Charlene Brady, Mark McCune, John Stern,
46 and Daniel Stoffel.

47

1 Also Present: Administrative Coordinator Doug Johnson, County Attorney Kim Nass, Finance
2 Director Susan Haag, County Clerk Brenda Jaszewski, Supervisors Donald Berchem and James
3 Core, 4-H Youth Development Educator/Department Head Kandi O’Neil, Community
4 Development Educator Paul Roback, Interim Fair Park Director Sandy Lang, Fair Park Accounting
5 Manager Debbie Hoefert, Dan Dineen, Barb Lemler, Mary Krumbiegel, Joanna Groth, Donald
6 Roskopf, Kenneth Miller, and Chris Guse.

7
8 Chairperson Tennes called the Executive Committee meeting to order and read the Affidavit of
9 Posting.

10
11 Chairperson Merten called the Education & Culture Committee meeting to order and read the
12 Affidavit of Posting.

13
14 **FAIR PARK – REPORT ON FINANCIAL PLAN FROM FINANCE COMMITTEE**

15 Ms. Nass reported to the Executive and Education & Culture Committees that the Finance
16 Committee approved the resolution authorizing the purchase of the Fair Park buildings and other
17 assets and it will be presented to the full County Board for consideration on October 27, 2009. The
18 net cost would be not to exceed \$688,000, with the funding provided from sales tax by reducing the
19 Sheriff’s Department radio project by \$408,000, and reassigning the remaining funds from the
20 Schmidt Road project in the amount of \$280,000. The three Committees discussed the objection by
21 Mr. Stern to using radio project funds prior to completion of that project. Ms. Haag stated the
22 buildings and fixed assets were valued at cost as stated in the AIS audit report.

23
24 **FAIR PARK – DISCUSS LEASE & OPERATING AGREEMENTS WITH AIS PER 2009**
25 **RESOLUTION 29**

26 Ms. Nass distributed a draft Lease Agreement, Operating Agreement, and Resolution authorizing
27 the agreements. She stated the Agreements were reviewed by the Education and Culture Committee
28 at their last meeting and feedback from that meeting has been incorporated into these drafts. A
29 summary of some of the key elements in the agreements was explained and discussed.

30
31 **RESOLUTION – LEASE & OPERATING AGREEMENT WITH AGRICULTURAL &**
32 **INDUSTRIAL SOCIETY**

33 For the Executive Committee, moved by Mr. Stoffel, seconded by Mr. McCune to introduce for
34 approval, a resolution authorizing a lease and operating agreement with the Agricultural and
35 Industrial Society which sets forth the relationship and obligations of AIS and Washington County
36 with regard to Fair Park and its operations, and forward to the County Board.

37
38 For the Executive Committee, moved by Mr. McCune, seconded by Mr. Stoffel to amend the
39 resolution, page 1, lines 46 and 47; to the review and approval of the instruments by the County
40 Attorney, ~~and~~ the Education and Culture Committee, and the County Board. Motion carried.

41
42 For the Education & Culture Committee, moved by Mr. Healy, seconded by Mr. Heidtke to concur
43 with the Executive Committee’s amendment to the resolution, page 1, lines 46 and 47. Motion
44 carried.

45
46 For the Finance Committee, moved by Mr. Meyers, seconded by Mr. Borman to concur with the
47 Executive Committee’s amendment to the resolution, page 1, lines 46 and 47. Motion carried.

1 Moved by Mr. McCune to add language to the resolution that would require outside legal review of
2 the Lease and Operating Agreements and provide a legal opinion on the validity that execution of
3 the documents would maintain an arms-length transaction between Washington County and AIS.
4 Motion died for lack of a second.

5
6 The Committees discussed the key provisions that need to be included in the resolution and the
7 consensus was that the County Attorney would incorporate the information, noting that it would not
8 be an exhaustive list.

9
10 For the Finance Committee, moved by Mr. Meyers, seconded by Mr. Borman to amend the
11 resolution to include an annual fee of \$1.00 to be charged to AIS. Motion carried.

12
13 For the Executive Committee, moved by Mr. McCune, seconded by Mr. Stoffel to concur with the
14 Finance Committee amendment of the addition of an annual \$1.00 fee to AIS. Motion carried.

15
16 For the Education & Culture Committee, moved by Mr. Heidtke, seconded by Mr. Healy to concur
17 with the Finance Committee amendment of the addition of an annual \$1.00 fee to AIS. Motion
18 carried.

19
20 For the Executive Committee, the motion to approve the amended resolution authorizing a lease and
21 operating agreement with AIS carried.

22
23 For the Education & Culture Committee, moved by Mr. Adam, seconded by Mr. Heidtke to approve
24 the amended resolution authorizing a lease and operating agreement with AIS, and forward to the
25 County Board. Motion carried.

26
27 For the Finance Committee, moved by Mr. Borman, seconded by Ms. Russell to approve the
28 amended resolution authorizing a lease and operating agreement with AIS, and forward to the
29 County Board. Motion carried.

30
31 **ADJOURNMENT OF EXECUTIVE COMMITTEE AND EDUCATION & CULTURE**
32 **COMMITTEE**

33 For the Executive Committee, moved by Mr. Stern, seconded by Mr. Stoffel to adjourn the meeting
34 at 10:54 a.m. Motion carried.

35
36 Chairperson Merten adjourned the Education & Culture Committee meeting at 10:54 a.m.

37
38 **FINANCE COMMITTEE – CLOSED SESSION**

39 A continuation of a closed session of the Finance Committee was not required.

40
41 Chairperson Hensel recessed the Finance Committee at 10:54 a.m. and reconvened at 11:00 a.m.

42
43 **FINANCE COMMITTEE – MINUTES**

44 A correction was noted on page 3, line 18: Ms. Russell. Moved by Mr. Meyers, seconded by Mr.
45 Borman to approve the corrected Finance Committee minutes of September 23, 2009. Motion
46 carried.

47

1 Moved by Mr. Meyers, seconded by Mr. Borman to approve the Finance Sub-Committee minutes of
2 September 16 and 30, 2009. Motion carried.

3
4 **RESOLUTION - GRANT APPLICATION - HOMELAND SECURITY**

5 *Appearance: Emergency Management Coordinator Rob Schmid*
6

7 Moved by Mr. Meyers, seconded by Mr. Borman to approve a resolution authorizing the
8 Emergency Management Office to apply for a Homeland Security grant in the amount of up to
9 \$32,000 from the Office of Justice Assistance for Mutual Aid Radio Replacements, and forward to
10 the County Board. Motion carried.

11
12 **MINOR GRANT REPORT - GREATER WISCONSIN AGENCY ON AGING RESOURCE**

13 Ms. Haag reported that the ADRC received a grant in the amount of \$500 from the Greater
14 Wisconsin Agency on Aging Resources to purchase Thera-Band equipment and weights for aerobic
15 and flexibility classes for senior citizens throughout the county. Moved by Mr. Hensel, seconded
16 by Mr. Meyers to accept the report. Motion carried.

17
18 **MINOR GRANT REPORT - DEPT. OF TRANSPORTATION FOR CAR SEAT SAFETY**

19 Ms. Haag reported that the Health Department received a grant in the amount of \$4,000 from the
20 Wisconsin Department of Transportation to purchase approximately 100 child passenger safety car
21 seats for income eligible families. Moved by Meyers, seconded by Mr. Hensel to accept the report.
22 Motion carried.

23
24 **RESOLUTION – 2010 TAD GRANT**

25 *Appearance: Sheriff Dale Schmidt and Jail Administrator Shirley Miller*
26

27 Moved by Mr. Meyers, seconded by Ms. Russell to approve a resolution authorizing the Sheriff's
28 Department to apply for grant funding in the amount of \$124,402 for the Treatment Alternatives
29 and Diversion (TAD) Program, and forward to the County Board. Motion carried.

30
31 **SALES TAX REPORT**

32 The total received in September for sales tax earned in July 2009, was \$729,569.60, for a 2009 total
33 of \$4,849,976.11. Moved by Mr. Borman, seconded by Ms. Russell to accept the sales tax report.
34 Motion carried.

35
36 **NEXT MEETING DATES**

37 The next meeting of the Finance Committee is tentatively scheduled for Monday, November 23,
38 2009. The tentative November dates for the Finance Sub-Committee will be November 4, 11, and
39 18, 2009.

40
41 **ADJOURNMENT**

42 Moved by Mr. Borman, seconded by Mr. Meyers to adjourn the meeting at 11:25 a.m. Motion
43 carried.