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**WASHINGTON COUNTY  
FINANCE COMMITTEE**

Courthouse - Government Center  
West Bend, WI

March 7, 2012  
8:00 a.m.

Present: Ralph R. Hensel, Richard L. Bertram, Leslie J. Borman, and Joan A. Russell. Excused: Todd M. Healy.

Also Present: Finance Director Susan M. Haag, County Clerk Brenda Jaszewski, Treasurer Janice Gettelman, Purchasing Agent Bill Kurer, Administrative Coordinator Doug Johnson, County Attorney Kim Nass, Deputy Finance Director Paul Labonte, Assistant Finance Director Rich Abbott, and Supervisor Michael Bassill.

Chairman Hensel called the meeting to order and read the Affidavit of Posting.

**CLOSED SESSION**

Moved by Mr. Bertram, seconded by Ms. Russell, to convene in closed session at 8:01 a.m. pursuant to §19.85(1) (e) Wis. Stats. for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; specifically "to discuss the current County Banking Services Contract". Motion carried unanimously by roll call vote.

**RETURN TO OPEN SESSION**

Moved by Mr. Bertram, seconded by Mr. Borman to return to open session at 8:42 a.m. Motion carried unanimously by roll call vote.

**ACTION ON ITEM DISCUSSED IN CLOSED SESSION**

Moved by Mr. Bertram, seconded by Mr. Borman to approve the proposal for a three year agreement for banking services as discussed in closed session, based on pricing provided on March 6, 2012, contingent upon review of the agreement by the County Attorney. Motion carried.

**MINUTES**

Moved by Ms. Russell, seconded by Mr. Borman to approve the Finance Committee minutes of February 22, 2012, as presented. Motion carried.

Moved by Mr. Bertram, seconded by Ms. Russell to approve the Finance Sub-Committee minutes of February 29, 2012, as presented. Motion carried.

**OUT-OF-STATE TRAVEL REQUEST - K-9 RECERTIFICATION**

*Appearance: Sheriff Dale Schmidt*

Moved by Mr. Bertram, seconded by Ms. Russell to approve the out-of-state travel for Deputy Killey to attend the recertification for K-9 training May 6 – 8, 2012, in Indiana, at a cost not to exceed \$600. Motion carried.

**1 FOOD SERVICE AND RECREATIONAL LICENSING REPORT**

2 *Appearance: Health Director Linda Walter*

3 Ms. Walter presented a report on the status of the food safety and recreational licensing (FSRL)  
4 services provided by the Health Department since 2010. Since becoming a FSRL agent, the Health  
5 Department has been able to obtain revenues to offset the costs involved with the program, expand the  
6 local environmental health capacity, meet citizen and license holders' expectations, and increase  
7 efficiency without increasing the tax levy.

8  
9 Moved by Mr. Borman, seconded by Ms. Russell to accept the report. Motion carried.

**10  
11 OUT-OF-STATE TRAVEL REQUEST - FORENSIC SPECIALTIES IN MEDICO LEGAL  
12 DEATH INVESTIGATIONS**

13 *Appearance: Medical Examiner Bob Posont*

14 Moved by Mr. Borman, seconded by Ms. Russell to authorize the Medical Examiner to attend the  
15 Forensic Specialties in Medico Legal Death Investigations training May 21 – 25, 2012, in New York,  
16 with no direct costs to Washington County. Motion carried.

**17  
18 MINOR GRANT REPORT - WISCONSIN LAND INFORMATION PROGRAM TRAINING  
19 AND EDUCATION GRANT**

20 *Appearance: GIS Manager Eric Damkot*

21 Mr. Damkot reported on the \$300 training and education grant received from the State of Wisconsin  
22 and stated that the Planning, Conservation and Parks Committee has authorized continual application  
23 of this grant.

24  
25 Moved by Mr. Bertram, seconded by Ms. Russell to accept the report. Motion carried.

26  
27 Mr. Hensel recessed the meeting at 9:26 a.m. and reconvened at 9:32 a.m.

**28  
29 2011 NON-LAPSE ACCOUNTS**

30 Ms. Haag presented a revised listing of 2011 Non-lapsing Accounts, adding \$649,207.89 for Planning  
31 & Parks, which was inadvertently not included on the original presentation and approval of the  
32 resolution for the 2011 Non-lapse accounts.

33  
34 Moved by Mr. Bertram, seconded by Mr. Hensel to add \$649,207.89 to the 2011 Non-lapse resolution  
35 to be presented to the County Board. Motion carried.

36  
37 *Appearance: Human Services Director Jim Strachota, and Accounting Manager Angela Schickert*

38 Mr. Strachota is requesting the Committee reconsider the decision that was made at the last meeting to  
39 remove the Human Services Fund balance from the listing of 2011 Non-lapse accounts for  
40 consideration by the County Board. Ms. Haag stated the Committee has several options, including;  
41 reinstating the entire amount of \$429,530.00, reinstate a portion of the \$429,530.00, designate a  
42 specific amount in the general fund to be used for Human Services, or make no changes to the action  
43 taken at the last meeting.

44  
45 Mr. Strachota explained that the three core services these funds would be used for are; emergency  
46 detentions for adults, juvenile corrections for children, and out of home placement for children. When

1 preparing the annual budget, these three areas have unknown expenses and the Human Services Fund  
2 Balance would be used in the event of a shortfall. Mr. Johnson stated the Finance Committee should  
3 specifically address this item during the 2013 budget process.  
4

5 Moved by Mr. Borman, seconded by Ms. Russell to add \$250,000 of the Human Services Fund  
6 Balance to the 2011 Non-lapsed accounts listing for presentation to the County Board, and restrict the  
7 use of these funds to the three core services identified. Motion failed with Mr. Hensel and Mr.  
8 Bertram voting no.  
9

10 **NEXT MEETING DATES**

11 The Finance Committee will tentatively meet on Wednesday, April 4, 2012, and the Finance Sub-  
12 Committee will tentatively meet on Wednesday, March 14, 21, and 28, 2012.  
13

14 Mr. Borman was excused at 10:34 a.m.  
15

16 **VOUCHERS**

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

18 Miscellaneous vouchers in the amount of \$16,790.53.

19 General Accounts Payable vouchers in the amount of \$484,695.84.

20 WISACWIS vouchers in the amount of \$44.84.

21 Jury vouchers in the amount of \$4,174.05.

22 Motion carried.  
23

24 **ADJOURNMENT**

25 Moved by Mr. Bertram, seconded by Ms. Russell to adjourn at 10:50 a.m. Motion carried.  
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Brenda J. Jaszewski, County Clerk