

1 **WASHINGTON COUNTY**
2 **FINANCE COMMITTEE**

3
4 Courthouse - Government Center
5 West Bend, WI

April 2, 2014
8:30 a.m.

6
7 Present: Leslie Borman, Raymond Heidtke, Ralph Hensel, Robert Milich, and Todd White.

8
9 Also Present: Finance Director Susan Haag, County Manager Joshua Schoemann, County Clerk Brenda
10 Jaszewski, County Treasurer Jane Merten, Assistant Finance Directors Kathie Wild and David Owens,
11 Human Services Director Jim Strachota, Register of Deeds Sharon Martin, Planning & Parks Accounting
12 Supervisor Kelly Cisar, and Supervisor Marilyn Merten.

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

15
16 **MINUTES**

17 Moved by Mr. Borman, seconded by Mr. Milich to approve the Finance Committee minutes of February
18 26, 2014, as presented. Motion carried.

19
20 Moved by Mr. White, seconded by Mr. Heidtke to approve the Finance Sub-Committee minutes of March
21 5, 12, 19, and 26, 2014, as presented. Motion carried.

22
23 **PRESENTATION ON 4-H YOUTH DEVELOPMENT MEMBERSHIP FEE STRUCTURE**
24 **RESEARCH**

25 *Appearance: UW Ext. Community Development Educator/Department Head Paul Roback, and 4-H Youth*
26 *Development Educator Brianna Stapleton Welch*

27
28 Mr. Roback and Ms. Stapleton Welch gave a PowerPoint presentation on the 4-H program and fees in
29 Washington County. It was noted that fees incurred by participants are paid directly to the 4-H Leaders
30 Association to help offset the cost of the programs. No fees collected by the participants are provided
31 directly to the County. The County's levy funds for 4-H are used for UW Extension staff and overhead, not
32 for participant programs.

33
34 **REPORT ON TRANSFER OF FUNDS FOR THE PURCHASE OF GOLF CARTS**

35 Mr. Schoemann updated the Committee on the transfer of funds for the purchase of six golf carts at the golf
36 course. For 2015, additional carts will be needed at the golf course and Mr. Schoemann stated that various
37 options will be looked into for this procurement.

38
39 **RESOLUTION - WISCONSIN DNR TARGETED RUNOFF MANAGEMENT GRANT**

40 *Appearance: County Conservationist Paul Sebo*

41
42 Moved by Mr. White, seconded by Mr. Milich to approve the resolution authorizing the Planning & Parks
43 Department to apply for a pass-through Targeted Runoff Management Program grant, in an amount not to
44 exceed \$150,000, and forward to the County Board. Motion carried.

45
46 **RESOLUTION - GENERAL FUND TRANSFER (2013 YEAR END)**

47 Moved by Mr. Heidtke, seconded by Mr. Borman to approve the resolution authorizing a 2013 transfer
48 from the General Fund in the amount of \$25,259.88 for Administration, and \$137,820.22 for Human
49 Services, and forward to the County Board. Motion carried.

50

1 **RESOLUTION - 2013 NON-LAPSING ACCOUNTS**

2 Moved by Mr. White, seconded by Mr. Borman to remove \$42,500 from the Register of Deeds Information
3 Services (Excess Revenues) request for non-lapsing 2013 funds to 2014, and approve the non-lapse
4 resolution as amended, and forward to the County Board. Motion carried.

5
6 **RESOLUTION - ADVANCE FROM GENERAL FUND - PRE-FAIR EXPENSES**

7 *Appearance: AIS Director Sandy Lang, AIS Accounting Manager Paul Zwack, and AIS Representative*
8 *Scott Rimmel*

9
10 Moved by Mr. Borman, seconded by Mr. Milich to approve the resolution to provide a \$225,000 line of
11 credit to the Agriculture and Industrial Society for the 2014 Washington County Fair, and forward to the
12 County Board. Motion carried.

13
14 **REPORT ON STATUS OF REQUEST FOR PROPOSAL (RFP) FOR INVESTMENT SERVICES**

15 Ms. Haag updated the Committee on the RFP for investment services and stated that 11 bids were received
16 and two of those were rejected. Tomorrow, the review group will score the nine remaining bids and decide
17 which firms to interview. Ms. Haag anticipates presenting a recommendation to this Committee at the next
18 meeting.

19
20 **SALES TAX REPORT**

21 The total received in March 2014, for sales tax earned in January 2014, was \$647,529.49, net of Cabela's.

22
23 **NEXT MEETING DATES**

24 The next regular Finance Committee meeting has not been determined. The Finance Sub-Committee will
25 tentatively meet on Wednesday, April 9, 16, 23, and 30, 2014, at 8:15 a.m.

26
27 **FINANCIAL APPROVAL REPORT**

28 Moved by Mr. White, seconded by Mr. Borman to accept Report #36 - Financial Approval Report, dated
29 April 2, 2014, in the amount of \$7,846,138.90, and forward to the County Board. Motion carried.

30
31 **VOUCHERS**

32 Moved by Mr. White, seconded by Mr. Heidtke to approve the following:

33 Miscellaneous vouchers in the amount of \$14,561.71.

34 General Accounts Payable vouchers in the amount of \$608,956.03.

35 Lottery Credit Settlement vouchers in the amount of \$2,873,665.66.

36 Motion carried.

37
38 Moved by Mr. Hensel, seconded by Mr. Heidtke to approve Mr. Borman's expense voucher in the amount
39 of \$80.64. Motion carried.

40
41 Moved by Mr. Hensel, seconded by Mr. White to approve Mr. Heidtke's expense voucher in the amount of
42 \$87.36. Motion carried.

43
44 Moved by Mr. Hensel, seconded by Mr. Heidtke to approve Mr. Milich's expense voucher in the amount of
45 \$26.88. Motion carried.

46
47 **ADJOURNMENT**

48 Mr. Hensel adjourned the meeting at 10:10 a.m.

49
50

Brenda J. Jaszewski, County Clerk