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**WASHINGTON COUNTY
FINANCE COMMITTEE**

Courthouse - Government Center
West Bend, WI

August 22, 2012
8:00 a.m.

Present: Leslie Borman, Ralph Hensel, Marilyn Merten, Robert Milich, and Todd White.

Also Present: Finance Director Susan Haag, Chairperson Herbert Tennies, County Clerk Brenda Jaszewski, County Treasurer Janice Gettelman, Purchasing Agent Bill Kurer, and Supervisor Dennis Myers.

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

MINUTES

Moved by Mr. Borman, seconded by Ms. Merten to approve the Finance Committee minutes of August 14, 2012, as presented. Motion carried.

Moved by Ms. Merten, seconded by Mr. Milich to approve the Finance Sub-Committee minutes of August 15, 2012, as presented. Motion carried.

2013 BUDGET - COUNTY TREASURER

County Treasurer Janice Gettelman presented the 2013 County Treasurer budget.

The 2013 County Treasurer base level budget is \$475,382 credit, and the requested level budget is \$476,757 credit. This does not include the proposed \$400,000 credit for Interest on Investments. There are no user fees changes, out-of-state travel, or outlay requests for 2013.

Moved by Ms. Merten, seconded by Mr. White to approve the 2013 County Treasurer budget with a total net levy in the amount of \$476,757 credit, and forward to Administration. Motion carried.

2013 BUDGET - FINANCE DEPARTMENT

Finance Director Susan Haag, Purchasing Agent Bill Kurer, and Network Manager Dawn Sericati presented the 2013 Finance Department budget.

The 2013 Finance base level budget is \$1,324,588 and the requested level budget is \$1,344,466. There are no outlay requests for 2013.

Decision Items

Reduce Internal Audits by \$20,000

2013 Out-of-State Travel

The out-of-state travel requests for 2013 are as follows: one person in Finance to attend the COMMON, IBM User Group conference in the Spring in Austin, TX or in the Fall, location to be determined, at a cost of \$2,300; one person in Finance and one person in IS to attend QUEST Oracle User Group in Denver, CO, or JD Edwards INFOCUS in the Fall, location to be determined at a cost of \$2,100 each for Quest, or \$1,500 each for JD Edwards INFOCUS; one person in Finance to attend Citrix Synergy conference in Anaheim, CA at a cost of \$2,500; one person in Finance to attend GMIS Local Government Conference in Galena, IL at a cost of \$1,000; and three people in Finance to attend

1 GFOA-Government Finance Officers Association conference in San Francisco, CA at a cost of \$1,500
2 each.

3
4 **User Fees**

5 The proposed 2013 User Fees for IS were reviewed and the reductions in user fees were discussed.

6
7 Moved by Mr. White, seconded by Mr. Milich to approve the 2013 Finance budget with a net levy in
8 the amount of \$1,344,466, including out-of-state travel, and user fees as presented, and forward to
9 Administration. Motion carried.

10
11 **SALES TAX REPORT**

12 The total received in August 2012 for sales tax earned in June 2012 was \$990,526.75 for a 2012 total
13 of \$4,467,183.64, net of Cabela's. Moved by Ms. Merten, seconded by Mr. Milich to accept the sales
14 tax report as presented. Motion carried.

15
16 **NEXT MEETING DATES**

17 The Finance Committee will tentatively meet on Wednesday, August 29, and September 26, 2012, for
18 regular meetings, and September 27, 28, October 1, 2, and 3, 2012 for Budget Hearings. The Finance
19 Sub-Committee will tentatively meet on Wednesday, September 5, 12, and 19, 2012.

20
21 **FINANCIAL APPROVAL REPORT**

22 Moved by Mr. Borman, seconded by Ms. Merten to approve early release and presentation to the
23 County Board, Report #18 - Financial Approval Report, in the amount of \$42,800,628.86. Motion
24 carried.

25
26 **VOUCHERS**

27 Moved by Mr. White seconded by Mr. Milich to approve the following:

28 Miscellaneous vouchers in the amount of \$836,564.27.

29 WiSACWIS vouchers in the amount of \$126,333.60.

30 General Accounts Payable vouchers in the amount of \$789,714.95.

31 Motion carried.

32
33 Moved by Ms. Merten, seconded by Mr. Milich to approve Mr. Borman's expense voucher in the
34 amount of \$117.66. Motion carried.

35
36 Moved by Mr. Borman, seconded by Mr. White to approve Mr. Hensel's expense voucher in the
37 amount of \$26.64. Motion carried.

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39 Moved by Mr. Borman, seconded by Mr. White to approve Ms. Merten's expense voucher in the
40 amount of \$99.90. Motion carried.

41
42 **ADJOURNMENT**

43 Moved by Mr. White, seconded by Mr. Milich to adjourn at 9:44 a.m. Motion carried.