

SHEBOYGAN COUNTY FINANCE COMMITTEE MINUTES

Administration Building
508 New York Avenue
Sheboygan WI 53081

February 28, 2018

Called to Order: 3:30 P.M.

Adjourned: 4:45 P.M.

MEMBERS PRESENT: George Marthenze, Mark Winkel, William Goehring, Roger Te Stroete

MEMBERS ABSENT: Greg Weggeman

ALSO PRESENT: Adam Payne, Alyssa VanEngen, Ashley Meyer, Chris Lewinski, Cory Roeseler, Crystal Fieber, David Markworth, Ellen Schleicher, Jean Gallimore, Jeremy Fetterer, Jeremy Fredericks, Jim Risseeuw, Jon Dolson, Laura Henning-Lorenz, Maika Her, Mary Fetterer, Stefanie Albrecht, Tom Wegner, Wendy Charnon

Vice-Chairperson Marthenze called the meeting to order. He verified that the meeting notice was posted on February 23, 2018 at 5:00 P.M.

Supervisor Te Stroete moved to approve the minutes of February 14, 2018. Motion seconded by Supervisor Winkel. Carried

Correspondence – Supervisor Winkel distributed copies of an article “Wisconsin Factories Win Big Property-Tax Breaks” from February 25, 2018 Green Bay Press Gazette.

County Administrator Report – County Administrator, Adam Payne informed the committee that preliminary work has started on the 2019 budget process, county wide performance evaluations are underway, and changes are being recommended to Chapter 47. Additionally, he provided updates on the Courthouse secured entrance and the front entryway; and on the Highway Complex. He also mentioned there may be state funding for 2 additional prosecutors.

Finance Director Report – Finance Director, Wendy Charnon updated the committee on Courier position, the Year-End process, and on preparing for the audit. She also informed the committee that the week of March 5th appraisers will be onsite assessing Sheboygan County’s properties.

Finance Director, Wendy Charnon presented a draft of the Finance 2017 Annual Report.

Information Technology Director, Chris Lewinski presented a draft of the Information Technology 2017 Annual Report.

County Clerk, Jon Dolson presented a Vacant Position Request for the Assistant to County Clerk. Discussion ensued on an alternate option. Supervisor Goehring moved to approve filling a part-time vacancy of twenty hours in the County Clerk’s Office with an existing part-time County employee available from the Human Resource Department. The Human Resources Director and County Clerk should work together to create this full-time shared position providing for cross training opportunities and flexible scheduling to support the workflows of both departments. Motion seconded by Supervisor Winkel. Carried

Inspector, Jim Risseuw presented a request to Re-Prioritize the Capital Outlay Budget. Winkel moved to approve the request. Motion seconded by Supervisor Te Stroete. Carried

Auditor/Analyst, Stefanie Albrecht presented the Financial Statements for December.

The Committee reviewed the 2017 4th Quarter Variances.

Finance Director, Wendy Charnon presented the Investment Statements for December.

Vouchers were reviewed. Supervisor Goehring moved to approve the expenditures. Motion seconded by Supervisor Te Stroete. Carried

There were no requests for approval of attendance at other meetings or functions.

Supervisor Winkel moved to adjourn. Motion seconded by Supervisor Te Stroete. Carried

The next scheduled meeting will be Wednesday, March 14, 2018 at 3:30 p.m.

Mark Winkel
Secretary

Ashley Meyer
Recording Secretary