

**MEETING OF THE DODGE COUNTY FINANCE COMMITTEE**

May 8, 2018, 8:00 A.M.

FIRST FLOOR AUDITORIUM – ROOMS H and I

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

The meeting was called to order by Dodge County Finance Committee Chairman, Dave Frohling, at 8:00 a.m.

Members present from the Finance Committee: Benter, Caine, Frohling, Guckenberger, and Schaefer.

Member(s) absent from the Finance Committee: None.

Others present: Finance Director Julie Kolp; County Administrator Jim Mielke; Deputy County Clerk Christine Kjornes; Dodge County Sheriff Dale Schmidt; Human Services and Health Department Director Becky Bell; Human Services and Health Department Fiscal Support Services Division Manager Monica Hooper; Dodge County Purchasing Agent Jamie Beckwith; Physical Facilities Director Russ Freber; Dodge County Treasurer Patti Hilker; ERP Project Director Ross Winklbauer; County Board Chairman Russell Kottke; Dana Investment Senior Vice President Ellen Roberts; and Dana Investment Portfolio Manager Matthew Slowinski.

There were no Non-Committee Member County Board Supervisors in attendance.

Supervisor Guckenberger arrived at 8:03 a.m.

Schaefer nominated Frohling as Committee Chairman. No other nominations were received. Nominations closed and cast a unanimous ballot electing Frohling Committee Chairman.

Caine nominated Schaefer as Committee Vice-Chairman. No other nominations were received. Nominations closed and cast a unanimous ballot electing Schaefer Vice Chairman.

Schaefer nominated Benter as Committee Secretary. No other nominations were received. Nominations closed and cast a unanimous ballot electing Benter as Secretary.

It was a consensus of the Committee to continue to hold meetings on the second Tuesday of the month, at 8:00 a.m.

The Committee had a brief discussion on the preferred method for distributing the Finance Committee agenda and packet. Caine and Schaefer requested to receive the agenda and packet by mail, and Benter, Frohling, and Guckenberger requested to receive the agenda and packet electronically.

Motion by Benter, seconded by Caine to approve the April 10<sup>th</sup>, 17<sup>th</sup>, and 20<sup>th</sup>, 2018 minutes, as presented. Motion carried.

Dana Investment Senior Vice President Ellen Roberts, and Dana Investment Portfolio Manager Matthew Slowinski appeared before the Committee to present a portfolio and economic update. Dodge County Treasurer Patti Hilker provided a document entitled *Portfolio and Economic Update, Dodge County Cash Reserve, as of March 31, 2018*. According to Ms. Roberts:

- Performance rates are rising;

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- Net of Fees as of 3/31/2018 were \$638,335;
- 3.86% total return since inception;
- Net withdrawal - \$1,508,099;
- Added value since inception - \$3,026,599.

According to Mr. Slowinski:

- Adjustable rate for holdings;
- Security cash flow – pay down like a mortgage;
- Coupon floats with rates;
- No way to predict how fast a return;
- Aaa bonds purchased.

ERP Project Director Ross Winklbauer provided a brief update on the ERP Project. Mr. Winklbauer reported that Phase 1 has been completed, which included a review of eleven (11) modules, and twelve (12) fundamental review sessions. Mr. Winklbauer further reported that there were forty-two (42) different subject matter experts that attended the fundamental review sessions, with seventeen (17) departments represented, and the budget analysis sessions have begun.

Finance Director Julie Kolp introduced Dodge County Purchasing Agent Jamie Beckwith. Ms. Beckwith provided a brief background on her work experience, and commented that she will be meeting with each department to gather information on their purchasing needs.

Dodge County Sheriff Dale Schmidt provided an oral report to the Committee regarding a Resolution to Create Three Positions of *Deputy Sheriff – In Training* in the Dodge County Sheriff's Office. The Resolution was presented to the Finance Committee for its review and approval. The Fiscal Note sets forth a Budget Impact in the amount of \$85,082 in estimated savings. Sheriff Schmidt reported that the three (3) positions are temporary positions for employees in the process of completing the required State of Wisconsin Law Enforcement Academy. Sheriff Schmidt further reported that he is currently in discussions with the union, and if changes are required to this Resolution, a new Resolution will be presented to the Finance Committee. Motion by Guckenberger, seconded by Caine to approve the Resolution, authorize and direct the Finance Committee's Chairman to sign the Fiscal Note, and forward the Resolution to the County Clerk. Motion carried.

Ms. Hilker provided a brief oral report to the Committee regarding 2017 check write offs. Ms. Hilker reported that the procedure of writing off checks is performed every six (6) months, and the retention for keeping the write offs on the books is ten (10) years. Supervisor Guckenberger asked Ms. Hilker to explain what is meant by Stop Pay Checks. Ms. Hilker answered that Stop Pay Checks is requested by the department head, and it is the process of stopping payment on the original check and reissuing a new check. Motion by Guckenberger, seconded by Schaefer to authorize the 2017 check write offs in the amount of \$6,221.11. Motion carried.

Human Services and Health Department Fiscal Support Services Division Manager Monica Hooper provided a brief oral report to the Committee regarding 2017 write offs. Ms. Monica Hooper reported that this is a year-end process, the outstanding balance is from TCM

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receivables, and the journal entries have been completed. Motion by Guckenberger, seconded by Benter to authorize the 2017 write offs in the amount of \$96,316.65. Motion carried.

Ms. Monica Hooper provided a brief update to the Committee regarding Client Billing and Collection. Ms. Monica Hooper reported that the Human Services and Health Department have completed the March billing run, and will begin the April 2018 this week. Ms. Monica Hooper further reported that the Joxel Group was onsite in April 2018, the visit went well, and the Joxel Group assigned homework to Dodge County that is due in June 2018. The Committee had a brief discussion on the Financial Monthly Entry Status Report that Ms. Monica Hooper provides to the Committee each month. It was determined that the Financial Monthly Entry Status Report is not necessary, and a monthly oral update regarding Netsmart and the Joxel Group is sufficient.

Ms. Kolp provided a brief oral update to the Committee regarding the IRS Penalty. Ms. Kolp reported that on April 9, 2018, Dodge County received a notice from the IRS stating that Dodge County still owes money, but the letter did not reference the appeal. Ms. Kolp further reported that Attorney Matthew E. McLaughlin, Zetley Law Offices, S.C., sent a letter to Taxpayer Advocates on May 1, 2018. Ms. Kolp provided a brief background on the reason for the IRS Penalty, and stated that Dodge County has not paid the penalty.

County Administrator Jim Mielke provided an oral report regarding the **proposed** Health Insurance Consortium. Mr. Mielke provided the following tentative timeline:

- Vendors Proposal due date – June 8, 2018;
- Entities next meeting to begin analysis of vendor proposals – June 15, 2018;
- Timeline for final decision – September 2018. (County Board Action would be required)

Mr. Mielke reported that each vendor will be requested to provide two (2) plan design options, a plan design that is identical to what Dodge County has currently, and also provide a high deductible plan. Mr. Mielke further reported that the creation of a health savings account may also be an option for a high deductible plan.

There was no discussion on the Statement of the Dodge County Treasurer, County Investments, and the County Sales and Use Tax Revenue Report.

Supervisor Guckenberger asked if the Resolution to engage with U.S. Bank to provide banking services for Dodge County would be presented to the County Board at their May 16, 2018 meeting. Ms. Hilker responded yes. Ms. Hilker commented that she contacted Associated Bank, Horicon Bank, and U.S. Bank, by telephone, after the April 20, 2018 interviews.

Ms. Kolp reported that the Intra-Department Fund Transfer Request and Unbudgeted/Excess Revenue Appropriation Requests are for Committee review only.

- Purchase Floor Scrubbers – Physical Facilities;
- Opioid Grant – Human Services and Health Department;
- Efiling Incentive – Child Support.

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The Committee had a brief discussion on the Dodge County Vouchers \$10,000 or More Report. Mr. Mielke clarified that Shi International Corp is a vendor for the Information Technology Department. Ms. Hilker commented that lottery credit payments for April 2018 are included on the report.

There were no Committee Reports.

The next regular meeting is scheduled for Tuesday, June 12, 2018, at 8:00 a.m., in the Auditorium, located on the first floor of the Administration Building.

With no other business on the agenda, Chairman Frohling declared the meeting adjourned at 8:56 a.m.

Ed Benter,  
Secretary

**Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.**

# Enterprise Resource Planning (ERP) Project Publication

## JUNE SCHEDULE OF EVENTS

May 25, 2018  
Volume: 23

- May 30, 8:30am—10:30am - Review Session - Project and Grant Accounting (All Departments listed in the Analysis Sessions below)
- May 30, 8:30am - 4:30pm - Analysis Session - Project and Grant Accounting (UW Extension, Highway, & Physical Facilities)
- May 31, 8:30am - 4:30pm - Analysis Session - Project and Grant Accounting (Clearview, Human Services, Emergency Management, & Sheriff)
- June 1, 8:30am - 4:30pm - Analysis Session - Project and Grant Accounting (Land Resources and Parks, Land and Water Conservation, Child Support, & Information Technology)
- June 4, 8:30 am - 4:30 pm - Fundamentals Review - Limited Payroll/Employee Maintenance
- June 5, 8:30 am - 4:30 pm - Fundamentals Review - Limited Payroll/Salary and Benefits
- June 12, 8:30 am - 4:30 pm - Analysis Session - Purchasing
- June 13, 8:30 am - 12:00 pm - Analysis Session - Contract Management
- June 13, 1:00 pm - 4:30 pm - Analysis Session - Accounts Payable Session #1
- June 14, 8:30 am - 12:00 pm - Analysis Session - Accounts Payable Session #2
- June 14, 1:00 pm - 4:30 pm - Analysis Session - Employee Expense Reimbursement
- June 15, 8:30 am - 12:00 pm - Analysis Session - Student Activity
- June 15, 1:00 pm - 4:30 pm - Analysis Session - Cash Management
- June 19, 8:30 am - 4:30 pm - Analysis Session - Accounts Receivable/General Billing
- June 20, 8:30 am - 12:00 pm - Analysis Session - Capital Assets
- June 20, 1:00 pm - 4:30 pm - Conversion Analysis - General Ledger/Budget
- June 21, 8:30 am - 4:30 pm - Conversion Analysis - Accounts Payable
- June 22, 8:30 am - 12:00 pm - Conversion Analysis - Capital Assets
- June 22, 1:00 pm - 4:30 pm - Analysis Session - Tyler Forms
- June 26, 8:30 am - 4:30 pm - Analysis Session - Work Orders (Highway Specific)
- June 27, 8:30 am - 4:30 pm - Analysis Session - Work Orders (Highway Specific)
- June 28, 8:30 am - 4:30 pm - Analysis Session - Inventory
- June 29, 8:30 am - 12:00 pm - Conversion Analysis - Inventory
- June 29, 1:00 pm - 4:30 pm - Conversion Analysis - Work Order (Highway Specific)

# Enterprise Resource Planning (ERP) Project Publication

## Quick Calendar

May 25, 2018  
Volume: 23



## June 2018

SU	MON	TUE	WED	THU	FRI	SA
27	28	29	30 Project & Grant Accounting <u>All Day</u>	31 Project & Grant Accounting <u>All Day</u>	1 Project & Grant Accounting <u>All Day</u>	2
3	4 Employee Maintenance <u>All Day</u>	5 Salary & Benefits <u>All Day</u>	6	7	8	9
10	11	12 Purchasing <u>All Day</u>	13 Contract Management <u>AM Session</u> Accounts Payable <u>PM Session</u>	14 Accounts Payable <u>AM Session</u> Employee Expense <u>PM Session</u>	15 Student Activity <u>AM Session</u> Cash Management <u>PM Session</u>	16
17	18	19 Accounts Receivable <u>All Day</u>	20 Capital Assets <u>AM Session</u> General Ledger / Budget Conversion <u>PM Session</u>	21 Accounts Payable Conversion <u>AM Session</u>	22 Capital Assets Conversion <u>AM Session</u> Tyler Forms <u>PM Session</u>	23
24	25	26 Work Orders Highway Specific <u>All Day</u>	27 Work Orders Highway Specific <u>All Day</u>	28 Inventory <u>All Day</u>	29 Inventory Conversion <u>AM Session</u> Work Order Conversion <u>PM Session</u>	30

1 RESOLUTION NO. \_\_\_\_\_  
2

3 **Authorizing a General Fund Transfer for**  
4 **Security Glass at the Henry Dodge and Administration Buildings**  
5

6 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN,  
7

8 **WHEREAS**, the Dodge County Building Committee (Committee) has undertaken an  
9 evaluation of the security needs of the Dodge County buildings under its jurisdiction; and,  
10

11 **WHEREAS**, the Committee has discussed several security measures and options for the  
12 various buildings; and,  
13

14 **WHEREAS**, the Committee has determined that one of the security measures to be employed  
15 at the Henry Dodge Building is to install forced entry resistance glass in the reception windows  
16 within the Dodge County Human Services and Health Department in each of the following areas:  
17 Main Entrance, Public Health, Aging and Disability Resource Center, and Economic Support; and,  
18

19 **WHEREAS**, the Committee has also determined that the Dodge County Clerk's Office  
20 reception counter shall be enclosed with forced entry glass and the door glass covered with safety  
21 film; and,  
22

23 **WHEREAS**, quotes in the amount of \$41,000 for the purchase and installation of the glass  
24 have been received from Hometown Glass & Improvements, Inc., hereinafter "proposal", attached  
25 hereto as Exhibit "A"; and,  
26

27 **WHEREAS**, at its meeting on June 7, 2018, the Committee reviewed the proposal and  
28 recommended proceeding with the installation of the glass as indicated; and,  
29

30 **WHEREAS**, at its meeting on June 12, 2018, the Dodge County Finance Committee also  
31 reviewed the proposal and has determined that there are sufficient Dodge County funds (Unassigned  
32 General Fund) available to fund the proposal in the amount not to exceed \$41,000; and,  
33

34 **WHEREAS**, the Finance Committee recommends to the Dodge County Board of Supervisors  
35 that the Dodge County Board of Supervisors authorize the use of Dodge County funds, in the amount  
36 not to exceed \$41,000, to fund the proposal;  
37

38 **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of  
39 Supervisors hereby approve the proposal implementing security measures at the Henry Dodge and  
40 Administration Buildings and authorize the use of Dodge County funds in the amount not to exceed  
41 \$41,000 to fund the proposal; and,  
42

43 **BE IT FINALLY RESOLVED**, by the Dodge County Board of Supervisors, that the Dodge  
44 County Finance Director is directed to transfer funds from Business Unit 100, Account No. 3429,  
45 Unassigned General Fund, in the amounts of \$7,300 to Business Unit 1901, County Buildings, and  
\$33,700 to Business Unit 1905, Henry Dodge Office Building, to cover the cost of the proposal.

All of which is respectfully submitted this 19th day of June, 2018.

**Dodge County Building Committee:**

\_\_\_\_\_  
Dennis R. Schmidt

\_\_\_\_\_  
Richard W. Fink

\_\_\_\_\_  
Mark E. Roesch

\_\_\_\_\_  
Cathy Houchin

\_\_\_\_\_  
Kevin Burnett

***FISCAL NOTE:***

*The revenue/expenditure is contained in the current year budget: \_\_\_ Yes X No \_\_\_ N/A.*

*Budget Impact: \$41,000. Finance Committee review date: June 12, 2018. Chair initials: \_\_\_\_.*

**Vote Required:** Two-thirds (2/3) of members elect.

Resolution Summary: Authorize a General Fund Transfer for Security Glass at the Henry Dodge and Administration Buildings in the amount of \$41,000.





N7171 Raceway Road Phone: (920)887-3757  
 Beaver Dam, WI 53916 Fax: (920)887-3338

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 hometownglass.com

Office Copy

Federal Tax ID: 39-1612115

P/O#:	Cust State Tax ID: YES	Quote: Q001130 Date: 5/25/2018
Taken By: Jeff Installer:	Cust Fed Tax ID: Ship Via:	
SalesRep: Jeff	Adv. Code:PC	

Bill To: DODGE COUNTY ADMIN M

Sold To: DODGE COUNTY ADMIN M

DODGE COUNTY ADMIN MAINTENANCE  
 DODGE COUNTY ADMIN  
 PHYSICAL FACILITIES  
 JUNEAU, WI 53039

HENRY DODGE  
 MAIN RECEPTIONIST AREA

(920) 386-3685

Qty	Part Number	Description	Sell	Total
1	MISC	Furnish & install a Forced Entry Resistance receptionist area in the main entry area.	\$5,890.00	\$5,890.00

Includes 2 openings to get 3/4" Armor Protect glass, speakers, stainless trays & U-channel around the perimeter.

NET 30

Total:

Sub Total: \$5,890.00

Tax: \$0.00

Total: \$5,890.00

Exhibit "A"



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 Beaver Dam, WI 53916 Fax: (920)887-3338

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Customer

Federal Tax ID: 39-1612115

P/O#:	Cust State Tax ID: YES	Quote: Q001128
Taken By: Jeff	Cust Fed Tax ID:	
Installer:	Ship Via:	Date: 5/25/2018
SalesRep: Jeff	Adv. Code:PC	

Bill To: DODGE COUNTY ADMIN M

Sold To: DODGE COUNTY ADMIN M

DODGE COUNTY ADMIN MAINTENANCE  
 DODGE COUNTY ADMIN  
 PHYSICAL FACILITIES  
 JUNEAU, WI 53039

HENRY DODGE  
 ADRC OFFICE

(920) 386-3665

Qty	Part Number	Description	Sell	Total
1	MISC	Furnish & install a Forced Entry Resistance receptionist area in the ADRC.	\$11,590.00	\$11,590.00

Includes 3 openings to get 3/4" Armor Protect glass, speakers, stainless trays & steel glass stops.

NET 30

Total:

Sub Total: \$11,590.00

Tax: \$0.00

Total: \$11,590.00

Exhibit "A"



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Federal Tax ID: 39-1612115

P/O#:	Cust State Tax ID: YES	Quote: Q001129
Taken By: Jeff Installer	Cust Fed Tax ID: Ship Via:	
SalesRep: Jeff	Adv. Code:PC	

Bill To: DODGE COUNTY ADMIN M

Sold To: DODGE COUNTY ADMIN M

DODGE COUNTY ADMIN MAINTENANCE  
 DODGE COUNTY ADMIN  
 PHYSICAL FACILITIES  
 JUNEAU, WI 53039

HENRY DODGE  
 ECONOMICS SUPPORT OFFICE

(920) 386-3665

Qty	Part Number	Description	Sell	Total
1	MISC	Furnish & install a Forced Entry Resistance receptionist area in Economics Support.	\$5,830 00	\$5,830.00

Includes 2 openings to get 3/4" Armor Protect glass, speakers, stainless trays & steel glass stops.

NET 30

Total.

Sub Total: \$5,830.00

Tax: \$0 00

Total: \$5,830.00

Exhibit "A"



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 Beaver Dam, WI 53916 Fax: (920)887-3338

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Office Copy

Federal Tax ID: 39-1612115

P/O#: Taken By Jeff Installer:	Cust State Tax ID: YES Cust Fed Tax ID: Ship Via	Quote: Q001131 Date: 5/25/2018
SalesRep: Jeff	Adv. Code:PC	

Bill To: DODGE COUNTY ADMIN M

Sold To: DODGE COUNTY ADMIN M

DODGE COUNTY ADMIN MAINTENANCE  
 DODGE COUNTY ADMIN  
 PHYSICAL FACILITIES  
 JUNEAU, WI 53039

HENRY DODGE  
 PUBLIC HEALTH OFFICE

(920) 386-3665

Qty	Part Number	Description	Sell	Total
1	MISC	Furnish & install a Forced Entry Resistance receptionist area in the Public Health Office.	\$10,390.00	\$10,390.00

Includes 2 openings to get 3/4" Armor Protect glass, speakers, stainless trays and steel glass stops

NET 30

Total.

Sub Total \$10,390.00

Tax: \$0.00

Total: \$10,390.00

Exhibit "A"



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 Beaver Dam, WI 53916 Fax: (920)887-3338

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Office Copy

Federal Tax ID: 39-1612115

P/O#:  
 Taken By: Jeff  
 Installer:

Cust State Tax ID: YES  
 Cust Fed Tax ID:  
 Ship Via:

Workorder: W096708  
 Date: 5/14/2018  
 Time: 07:10 PM

SalesRep: Jeff

Adv. Code: PC

Bill To: DODGE COUNTY ADMIN M

Sold To: DODGE COUNTY ADMIN M

DODGE COUNTY ADMIN MAINTENANCE  
 DODGE COUNTY ADMIN  
 PHYSICAL FACILITIES  
 JUNEAU, WI 53039

ADMINISTRATION BUILDING

(920) 386-3665

Qty	Part Number	Description	List	Sell	Total
1	MISC	Furnish & install a Forced Entry Resistance receptionist area near the Mueller St entrance.	\$6,960.00	\$6,960.00	\$6,960.00

includes 3/4" Armor Protect glass, speakers in each, U-channel to hold in place, stainless tray installed in the existing counter top and channel between the 2 panes of glass.

Total:

Sub Total: \$6,960.00

Total: \$6,960.00

Balance: \$6,960.00

Customer's Signature: \_\_\_\_\_

Exhibit "A"



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 Beaver Dam, WI 53916 Fax: (920)887-3338

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Customer

Federal Tax ID: 39-1612115

P/O#:	Cust State Tax ID: YES	Quote: Q001004
Taken By: Jeff	Cust Fed Tax ID:	
Installer:	Ship Via:	Date: 4/4/2018
SalesRep: Jeff	Adv. CodePC	

Bill To: DODGE COUNTY ADMIN M

Sold To: DODGE COUNTY ADMIN M

DODGE COUNTY ADMIN MAINTENANCE  
 DODGE COUNTY ADMIN  
 PHYSICAL FACILITIES  
 JUNEAU, WI 53039

ADMINISTRATION BUILDING

(920) 386-3665

Qty	Part Number	Description	Sell	Total
1	MISC	Furnish & install 3M Ultra S600 safety film on existing door glasses.	\$270.00	\$270.00

Price is per door based on 24" x 60" size glass.

Includes bonding to the door glass frame so the whole glass can't be broken out.

NET 30

Total.

Sub Total. \$270.00

Tax: \$0 00

Total: \$270.00

Exhibit "A"

Page 6

**Human Services and Health Department  
2018 Dodge County Budget Amendment – CCS Program**

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN,

**WHEREAS**, in January of 2015, the Comprehensive Community Services (CCS) program in Dodge County was regionalized with CCS programs in Washington, Ozaukee, and Sheboygan counties under the Shared Services Model encouraged by the State of Wisconsin; and,

**WHEREAS**, as a result of this regionalization of the CCS program in Dodge County, the following activities occurred: 1) the number of available certified agencies providing services increased from three to fifteen; 2) program enrollment increased from 34 individuals in January of 2015 to 83 individuals as of December of 2016, and 132 as of December of 2017; 3) contracting for the provision of services for the CCS program has increased due to reallocation of funding from the CST Program to the CCS Program through programmatic changes; 4) CCS referrals have increased due to outreach efforts by the Department to local school districts; 5) expenditures for the CCS program have increased and there is a need to appropriate excess revenues to pay for these increased expenditures; and,

**WHEREAS**, the Human Services and Health Board received a detailed presentation of the CCS program at its June 6, 2018 meeting, and has formed the considered conclusion that the increased expenditures in the amount of \$1,850,000 for the CCS program are necessary and reasonable; and,

**WHEREAS**, in 2018, there will be excess revenues in the amount of \$1,850,000 in Business Unit 4807, Comprehensive Community Services, Account No. .4630, Medicaid, to pay costs for the expanded contracting for the CCS program and to pay costs for the provision of other professional services necessary to support individuals in the CCS programs as set forth on Exhibit "A", attached hereto; and,

**WHEREAS**, the Human Services and Health Board requests that the Dodge County Board of Supervisors appropriate to the 2018 Dodge County Human Services and Health Department Budget excess revenues in the amount of \$1,850,000 in Business Unit 4807, Comprehensive Community Services, Account No. .4630, Medicaid and expenditures in the same amount in Business Unit 4807, Comprehensive Community Services, Account No. .5219, Other Professional Services, as described on Exhibit "A";

**SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of Supervisors hereby approves the excess revenues and expenditures as described on Exhibit "A" attached hereto and authorizes and directs the Dodge County Finance Director to appropriate the excess revenues and additional expenditures to the 2018 Dodge County Human Services and Health Department Budget and make the necessary budget adjustments in accordance with Exhibit "A".

All of which is respectfully submitted this 19th day of June, 2018.

**Dodge County Human Services and Health Board:**

\_\_\_\_\_  
Mary J. Bobholz

\_\_\_\_\_  
Lois Augustson

\_\_\_\_\_  
Becky Glewen

\_\_\_\_\_  
Stephanie Justmann

\_\_\_\_\_  
Kira Sheahan-Malloy

\_\_\_\_\_  
Mark E. Roesch

\_\_\_\_\_  
David Godshall

\_\_\_\_\_  
Jennifer Keyes

\_\_\_\_\_  
Timothy J. Kemmel

**FISCAL NOTE:**

*The revenue/expenditure is contained in the current year budget: \_\_\_ Yes  No \_\_\_ N/A.*

*Budget Impact: \$1,850,000. Finance Committee review date: June 12, 2018. Chair initials: \_\_\_\_.*

**Vote Required:** Two-thirds (2/3) of members elect.

**Resolution Summary:** Dodge County Human Services and Health Department 2018 Dodge County Budget Amendment for the Comprehensive Community Services Program, in the amount of \$1,850,000.





**Dodge County, Wisconsin**  
**Finance Department**  
**Unbudgeted/Excess Revenue Appropriation**  
**Revenue and Expenditure Adjustment Form**

**Doc = BX**  
**Ledger = BA**

Effective January 1st, 2016

Date: 5/21/18

Department: Human Services & Health Department

Budget Year: 2018

**Description of Adjustment:**

Resolution 2018 Dodge County Budget Amendment-CCS Program

For Finance Department use only

Doc# \_\_\_\_\_

Batch# \_\_\_\_\_

GL Date: \_\_\_\_\_

**Budget Adjustment**

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
4807	4630		Medicaid Revenues	-1,850,000
4807	5219		Other Professional Services	1,850,000

**Note the total Budget Adjustment must balance**

1 RESOLUTION NO. \_\_\_\_\_  
2

3 **Human Services and Health Department**  
4 **2018 Dodge County Budget Amendment**  
5 **Opioid Methamphetamine Treatment Center Grant**  
6

7 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN,  
8

9 **WHEREAS**, Dodge County by its Human Services and Health Department, in partnership  
10 with Fond du Lac County, applied for and was awarded the State of Wisconsin Opioid  
11 Methamphetamine Treatment Center (OMTC) Grant amount of approximately \$666,000; and,  
12

13 **WHEREAS**, Dodge County has been designated the fiscal agent for the OMTC Grant and is  
14 responsible for administering the grant funds; and,  
15

16 **WHEREAS**, the grant funding is to be used for, among other programs, the operation of  
17 treatment centers in Dodge County and Fond du Lac County; and,  
18

19 **WHEREAS**, the grant funding will be distributed in two parts; and,  
20

21 **WHEREAS**, a presentation was made regarding the goals and objectives of the OMTC Grant  
22 to the Dodge County Human Services and Health Board and the impact of the OMTC Grant on the  
23 2018 Dodge County Human Services and Health Department Budget; and,  
24

25 **WHEREAS**, due to the structure of the award, the Dodge County Human Services and Health  
26 Department expects excess revenues and expenditures in 2018, and has received the first distribution  
27 of grant funds in the amounts of \$162,000 and \$504,000, as described on Exhibits "A" and "B",  
28 respectively, both of which are attached hereto and incorporated herein; and,  
29

30 **WHEREAS**, the Dodge County Human Services and Health Board has reviewed the  
31 anticipated excess revenues and additional expenditures and has formed the considered conclusion  
32 that the additional services to be provided are reasonable and necessary; and,  
33

34 **WHEREAS**, the Dodge County Human Services and Health Board requests that the Dodge  
35 County Board of Supervisors appropriate to the 2018 Dodge County Human Services and Health  
36 Department Budget the excess revenues and increased expenditures as reflected on Exhibits "A" and  
37 "B", attached hereto and incorporated herein by reference;  
38

39 **SO, NOW, THEREFORE, BE IT RESOLVED**, by the Dodge County Board of Supervisors,  
40 that the Dodge County Board of Supervisors hereby approves the excess revenues and additional  
41 expenditures as described on Exhibits "A" and "B", incorporated herein, and does hereby direct the  
42 Finance Director to amend the 2018 Dodge County Human Services and Health Department Budget  
43 to reflect same in accordance with Exhibits "A" and "B".  
44

All of which is respectfully submitted this 19th day of June, 2018.

**Dodge County Human Services and Health Board:**

\_\_\_\_\_  
Mary J. Bobholz

\_\_\_\_\_  
Lois Augustson

\_\_\_\_\_  
Becky Glewen

\_\_\_\_\_  
Stephanie Justmann

\_\_\_\_\_  
Kira Sheahan-Malloy

\_\_\_\_\_  
Mark E. Roesch

\_\_\_\_\_  
David Godshall

\_\_\_\_\_  
Jennifer Keyes

\_\_\_\_\_  
Timothy J. Kemmel

**FISCAL NOTE:**

*The revenue/expenditure is contained in the current year budget: \_\_\_ Yes X No \_\_\_ N/A.*

*Budget Impact: \$666,000. Finance Committee review date: June 12, 2018. Chair initials: \_\_\_\_.*

**Vote Required:** Two-thirds (2/3) of members elect.

**Resolution Summary:** Dodge County Human Services and Health Department 2018 Dodge County Budget Amendment for the Opioid Methamphetamine Treatment Center Grant, in the amount of \$666,000.



**Dodge County, Wisconsin**  
**Finance Department**  
**Unbudgeted/Excess Revenue Appropriation**  
**Revenue and Expenditure Adjustment Form**  
 Effective January 1st, 2016

Doc = BX  
 Ledger = BA

Date: 5/21/18

Department: Human Services & Health Department

Budget Year: 2018

**Description of Adjustment:**

Resolution Accepting Opioid Treatment Grant

For Finance Department use only	
Doc# _____	_____
Batch# _____	_____
GL Date: _____	_____

<b>Budget Adjustment</b>
--------------------------

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
4805	4234	533131	Opioid Grant GPR	-162,000
4805	5299		Sundry Contractual Services	106,746
4805	5346		Medication	13,409
4085	5279		Other CBRF	39,932
4805	5225	112	Mobile Service	1,313
4805	5312		Office Supplies	600

**Note the total Budget Adjustment must balance**



**Dodge County, Wisconsin**  
**Finance Department**  
**Unbudgeted/Excess Revenue Appropriation**  
**Revenue and Expenditure Adjustment Form**  
 Effective January 1st, 2016

Doc = BX  
 Ledger = BA

Date: 5/23/18

Department: Human Services & Health Department

Budget Year: 2018

**Description of Adjustment:**

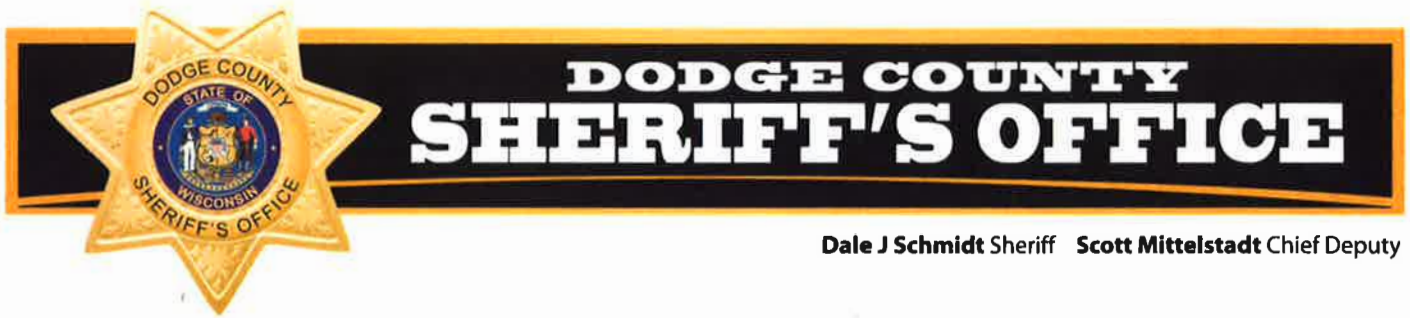
Resolution Accepting Opioid Treatment Grant

For Finance Department use only
Doc# _____
Batch# _____
GL Date: _____

<b>Budget Adjustment</b>
--------------------------

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
4805	4234		Opioid Grant GPR	-504,000
4805	5299		Sundry Contractual Services	351,535
4805	5346		Medication	40,227
4085	5279		Other CBRF	106,500
4805	5225	112	Mobile Service	3,938
4805	5312		Office Supplies	1,800

**Note the total Budget Adjustment must balance**



Dale J Schmidt Sheriff Scott Mittelstadt Chief Deputy

May 10, 2018

To: Members of the Dodge County Finance Committee  
Julie Kolp, Finance Director

From: Scott Mittelstadt, Chief Deputy

**RE: Use of FY2018 Budgeted Funds BU 1326\_Jail Assessment**

Dodge County Sheriff's Office has budgeted for purchase of replacement UHF portable radios using funds from BU 1326-Jail Assessment in the 2018 Dodge County budget.

We have received a quote from Baycom and it is included with this memorandum. The quote describes equipment (radios, replacement batteries and belt clips) and cost of \$8,920.00 total, however, I am only requesting the amount of **\$5,580.00** be assessed to the Jail Assessment Fund, as the order includes four radios for the maintenance department. Sufficient funds have been applied to the 2018 budget in BU1326 Jail Assessment for these radio purchases.

We will include price quotes with our requisition, and we request authorization for payment of vouchers when they are received.

Thank you.

Scott Mittelstadt

Encl: Baycom quote;



**BAYCOM, Inc.**  
 4009 Felland Road, Suite 116  
 Madison, WI 53718  
 Phone: (608) 241-7700 Fax: (608) 241-7705 Email: dfoster@baycominc.com

Date: 5/1/2018  
 Quote Number: DF-180501-3

Prepared for: Dodge County  
 Attn: Dale Marks  
 Address: 127 East Oak Street  
 City, State, Zip: Juneau, WI 53039  
 Phone: 920-382-2059  
 E-Mail: dmarks@co.dodge.wi.us

Qty.	Item ID	Description	Unit Price	Total
------	---------	-------------	------------	-------

**Quote for Motorola Two-Way Radio Equipment**

*BAYCOM Is Offering Better Than WSCA Pricing (12% Off List)*

10	a	<b>Motorola XPR7550e MOTOTRBO Portable - UHF, 4W, 1000CH</b> <u>Includes:</u> IMPRES Battery (2150 mAh, Li-ion), IMPRES Single-Unit Charger, Stubby Antenna, Accessory Dust Cover, 2.5" Belt Clip and Internal Bluetooth <u>Warranty:</u> Five Years <u>MSRP:</u> \$1,246.33 <u>Pricing:</u> Based on 10+ units being purchased	\$955.00	\$9,550.00
6	b	<b>Spare Motorola IMPRES Battery</b> <u>MSRP:</u> \$100.00	\$85.00	\$510.00
6	c	<b>Spare 2.5 Inch Belt Clip</b> <u>MSRP:</u> \$12.00	\$10.00	\$60.00
1	d	<b>Motorola XPR7550e Trade-In Promotion</b> *Ten Radios to be traded in *Order must be placed by June 30, 2018	(\$1,200.00)	(\$1,200.00)

<b>Item Total:</b>	<b>\$8,920.00</b>
Shipping:	N/A
<b>Sub Total:</b>	<b>\$8,920.00</b>
Tax:	Exempt
<b>Total:</b>	<b>\$8,920.00</b>

Price valid 60 days from date of Quote

Quoted by: Derek Foster

Date: 5/1/2018

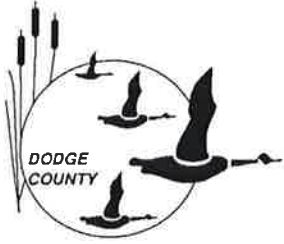
Accepted by: \_\_\_\_\_

Date: \_\_\_\_\_

*Note: Price quoted for payment by check or ACH transfer*







# Dodge County Maintenance Dept.

Physical Facilities  
127 E. Oak Street  
Juneau, WI 53039-1329  
(920) 386-3665 FAX: (920) 386-3264

Russ Freber  
Director

**DATE: June 4, 2018**

**TO:** David Frohling, Chairman  
Dodge County Finance Committee

**From:** Russell L. Freber, Director  
Physical Facilities Maintenance

**RE:** Contingency Fund transfer

The Dodge County Building Committee has made a motion to recommend to the Finance Committee for a contingency fund transfer in the amount of \$ 31,500.00 for the following project at the Dodge County Courthouse:

1. Maas Brothers Construction CO., Inc. price includes: all labor and material to remove and replace drywall and ceiling tile to access failing roof drainage system. Price also includes taping, orange peel finish, and painting of new drywall.
2. Monona Plumbing & Fire Protection, Inc. price includes: all labor and materials to remove (1) 6" cast iron storm branch water piping and replace with sch 40 PVC piping. Remove (1) 8" cast iron storm drain stack water pipe and replace with sch 40 PVC piping. Reinsulate all new piping with Firestop plus plenum wrap insulation.
3. Invoice for Monona Plumbing and Fire Protection, Inc. is attached. Quote from Maas Brothers Construction CO., Inc. Time and Material not to exceed estimate is attached.
4. This project will be completed by June 8<sup>th</sup> 2018.

If you have any questions or concerns, please feel free to contact me.

cc: Julie Kolp, Finance Director

920-261-1682  
Fax 920-261-3521

P.O. Box 108  
410 Water Tower Court  
Watertown, WI 53094-0108



Web Site  
www.maasbros.com

Email  
maasbros@maasbros.com

May 7, 2018

Dodge County  
127 E. Oak St.  
Juneau, WI 53039

Attn: Mr. Russ Freber

Re: Various Projects

Dear Mr. Freber:

Per your request, we have estimated the costs to remove and replace existing ceiling and gypsum drywall in various spaces in your county courthouse to access a failing roof drainage system. We include the following in our Time and Materials/Not to exceed estimate:

- Mobilization, project coordination and supervision.
- Remove existing ceilings on second shift as discussed.
- Remove existing gypsum drywall on second shift as discussed.
- Clean up and disposal of debris.
- Remove and various HVAC and Lighting where practical for Maas Bros. to do. Some work may require us to contact others to do HVAC and electrical.
- Re-install effected ceiling and drywall on first shift.
- Tape and finish gypsum drywall.
- Patch Orange Peel finish on second shift.
- Paint corner to corner, approx. 400 SF on second shift.

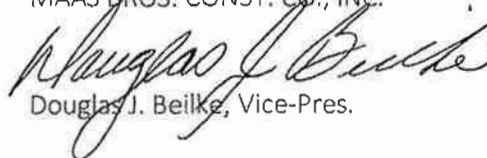
Our T & M/Not to exceed estimate for this work is \$19,600.00.

We do not include the following in our estimate:

- Plumbing or fire rated insulation or the supervision of these scoped of work.
- Major electrical work or HVAC work.
- Final cleaning.
- Weekend labor rates.

Please contact us with any questions you may have.

Respectfully yours,  
MAAS BROS. CONST. CO., INC.



Douglas J. Beilke, Vice-Pres.



**MONONA PLUMBING AND  
FIRE PROTECTION, INC.**

3126 WATFORD WAY · MADISON, WI 53713  
PHONE (608) 273-4556  
FAX (608) 273-8492  
[www.mononaplfp.com](http://www.mononaplfp.com)

**Bill to:**

Dodge County Maintenance Dept  
127 E Oak St  
Juneau, WI 53039

<b>Invoice:</b>	<b>18130P-01</b>
<b>Invoice Date:</b>	<b>05/31/2018</b>
<b>Customer:</b>	<b>DODGE</b>
<b>Date Due:</b>	<b>5/31/2018</b>

**Job Location:** DC Storm Piping Replacement  
Juneau, WI 53039

**Description**

Replace cast iron with PVC piping.

1.00 LS 11,740.62 **Amount**  
11,740.62

**Subtotal:** **11,740.62**

**Tax:** **0.00**

**Total Amount Due:** **\$11,740.62**





ADMINISTRATION DEPARTMENT

JAMES MIELKE, COUNTY ADMINISTRATOR

---

127 East Oak Street, Juneau, Wisconsin, 53039 (920) 386-4251

To: Dodge County Finance Committee  
From: James Mielke  
Date: June 5, 2018

**Re: Dodge County Debt Service / Sales Tax Remittance Summary**

As a follow-up to the May 15<sup>th</sup> County Board discussion related to the *Inmate Associated Revenue and Expenditure Analysis by Inmate Type* and the Pod J discussion, please find the following documents.

- Legal Debt Margin, Table 10, Pages 67-68 of the 2016/2015 Financial Statements
- Debt Service Amortization Schedules: Adopted 2018 Dodge County Budget, page 340-341
- Excel Spreadsheet dated May 17, 2018 Showing the Debt Service Principal payments and \$1.0 million dollar Highway Department allocation from Sales Tax during the period 2019-2021.

The spreadsheet was a result of a question asked at the County Board meeting whether the sales tax revenues are sufficient to meet principal payments and the \$1.0 million dollar highway allocation.

# 2016 Financial Statements

**DODGE COUNTY, WISCONSIN**  
**TABLE 10**  
**LEGAL DEBT MARGIN INFORMATION**  
**LAST TEN FISCAL YEARS**

	2007	2008	2009	2010	2011
Equalized Value of Real and Personal Property	\$6,094,768,500	\$6,322,984,700	\$6,366,754,100	\$6,182,736,200	\$6,040,549,400
Debt Limit, 5% of Equalized Valuation (Wisconsin Statutory Limitation)	\$304,738,425	\$316,149,235	\$318,337,705	\$309,136,810	\$302,027,470
Amount of Debt Applicable to Debt Limitation:					
General Obligation Promissory Notes (a)	\$7,500,000	\$4,200,000	\$800,000	\$30,000,000	\$44,590,000
Less: Debt Service Funds	\$3,663,150	\$3,604,750	\$839,000		\$216,032
Total Amount of Debt Applicable to Debt Margin	\$3,836,850	\$595,250	-\$39,000	\$30,000,000	\$44,373,968
Legal Debt Margin-(Debt Capacity)	<u>\$300,901,575</u>	<u>\$315,553,985</u>	<u>\$318,376,705</u>	<u>\$279,136,810</u>	<u>\$257,653,502</u>
Percent of Debt Capacity Used	1.3%	0.2%	0.0%	9.7%	14.7%

(a) Excludes Housing Authority

# 2016 Financial Statements

**DODGE COUNTY, WISCONSIN**  
**TABLE 10**  
**LEGAL DEBT MARGIN INFORMATION**  
**LAST TEN FISCAL YEARS**

	2012	2013	2014	2015	2016
Equalized Value of Real and Personal Property	\$ 5,894,384,100	\$ 5,799,344,700	\$ 5,927,146,000	\$ 5,991,792,600	\$ 6,097,891,400
Debt Limit, 5% of Equalized Valuation (Wisconsin Statutory Limitation)	\$294,719,205	\$289,967,235	\$296,357,300	\$299,589,630	\$304,894,570
Amount of Debt Applicable to Debt Limitation:					
General Obligation Promissory Notes (a)	\$44,785,000	\$41,980,000	\$38,740,000	\$35,935,000	\$33,130,000
Less: Debt Service Funds	\$140,000	\$0	\$0	\$0	\$0
Total Amount of Debt Applicable to Debt Margin	\$44,645,000	\$41,980,000	\$38,740,000	\$35,935,000	\$33,130,000
Legal Debt Margin-(Debt Capacity)	<u>\$250,074,205</u>	<u>\$247,987,235</u>	<u>\$257,617,300</u>	<u>\$263,654,630</u>	<u>\$271,764,570</u>
Percent of Debt Capacity Used	15.1%	14.5%	13.1%	12.0%	10.9%

(a) Excludes Housing Authority

**\$23,565,000 General Obligation Refunding Bonds, Series 2014A**

**Dated: April 22 2014 | Winning Bidder: Balrd**

**DEBT SERVICE SCHEDULE**

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL P &amp; I</u>	<u>ANNUAL TOTAL</u>
3/1/2018	1,500,000.00	306,353.12	1,806,353.12	
9/1/2018		276,353.12	276,353.12	2,082,706.24
3/1/2019	1,500,000.00	276,353.12	1,776,353.12	
9/1/2019		253,853.12	253,853.12	2,030,206.24
3/1/2020	1,500,000.00	253,853.12	1,753,853.12	
9/1/2020		231,353.12	231,353.12	1,985,206.24
3/1/2021	1,500,000.00	231,353.12	1,731,353.12	
9/1/2021		208,853.12	208,853.12	1,940,206.24
3/1/2022	1,500,000.00	208,853.12	1,708,853.12	
9/1/2022		178,853.12	178,853.12	1,887,706.24
3/1/2023	1,460,000.00	178,853.12	1,638,853.12	
9/1/2023		156,953.12	156,953.12	1,795,806.24
3/1/2024	1,455,000.00	156,953.12	1,611,953.12	
9/1/2024		135,128.12	135,128.12	1,747,081.24
3/1/2025	1,450,000.00	135,128.12	1,585,128.12	
9/1/2025		113,378.12	113,378.12	1,698,506.24
3/1/2026	1,450,000.00	113,378.12	1,563,378.12	
9/1/2026		91,628.12	91,628.12	1,655,006.24
3/1/2027	1,440,000.00	91,628.12	1,531,628.12	
9/1/2027		70,028.12	70,028.12	1,601,656.24
3/1/2028	1,445,000.00	70,028.00	1,515,028.00	
9/1/2028		47,450.00	47,450.00	1,562,478.00
3/1/2029	1,435,000.00	47,450.00	1,482,450.00	
9/1/2029		24,131.25	24,131.25	1,506,581.25
3/1/2030	1,430,000.00	24,131.25	1,454,131.25	
	<b>\$ 19,065,000.00</b>	<b>\$ 3,882,277.90</b>	<b>\$ 22,947,277.90</b>	<b>\$ 22,947,277.90</b>

**INTERGOVERNMENTAL TRANSFER**

**\$2,000,000 General Fund Borrowing**

**Dated: August 1, 2016**

**Neonho Highway Shop**

Amortization Schedule

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL P&amp;I</u>
2/1/2018		6,666.67	6,666.67
8/1/2018	666,666.66	6,666.67	673,333.33
2/1/2019		3,333.33	3,333.33
8/1/2019	633,090.34	3,333.33	636,423.67
	<b>\$1,299,757.00</b>	<b>\$20,000.00</b>	<b>\$1,319,757.00</b>

**INTERGOVERNMENTAL TRANSFER**

**\$2,700,000 General Fund Borrowing**

**Dated: February 1, 2017**

**Detention Facility - Pipe Replacement Project**

Amortization Schedule

<u>DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL P&amp;I</u>
2/1/2018	540,000	43,200	583,200
2/1/2019	540,000	34,560	574,560
2/1/2020	540,000	25,920	565,920
2/1/2021	540,000	17,280	557,280
2/1/2022	540,000	8,640	548,640
	<b>\$ 2,700,000</b>	<b>\$ 129,600</b>	<b>\$ 2,829,600</b>



**\$9,095,000 General Obligation Advance Refunding Bonds, Series 2017A**  
**Dated: July 13, 2017 | Winning Bidder: Wells Fargo Bank, National Association**

**\$3,220,000 General Obligation Corporate Purpose Bonds, Series 2011**  
**Dated: August 04, 2011 | Winning Bidder: Robert W. Baird & Company, Inc.**

<b>DEBT SERVICE SCHEDULE</b>				<b>Clearview</b>		<b>Highway</b>	
June 20, 2017 TIC = 2.2237%				65%		35%	
Refunding \$9,095,000 Remaining \$3,220,000							
<b>DATE</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL P &amp; I</b>				
2/1/2018		169,187.50	169,187.50		109,971.88		59,215.63
8/1/2018	835,000.00	157,100.01	992,100.01	542,750.00	102,115.01	292,250.00	54,985.00
2/1/2019		144,575.01	144,575.01		93,973.76		50,601.25
8/1/2019	845,000.00	144,575.01	989,575.01	549,250.00	93,973.76	295,750.00	50,601.25
2/1/2020		131,900.01	131,900.01		85,735.01		46,165.00
8/1/2020	850,000.00	131,900.01	981,900.01	552,500.00	85,735.01	297,500.00	46,165.00
2/1/2021		119,150.01	119,150.01		77,447.51		41,702.50
8/1/2021	850,000.00	119,150.01	969,150.01	552,500.00	77,447.51	297,500.00	41,702.50
2/1/2022		106,400.01	106,400.01		69,160.01		37,240.00
8/1/2022	850,000.00	106,400.01	956,400.01	552,500.00	69,160.01	297,500.00	37,240.00
2/1/2023		93,650.01	93,650.01		60,872.51		32,777.50
8/1/2023	850,000.00	93,650.01	943,650.01	552,500.00	60,872.51	297,500.00	32,777.50
2/1/2024		80,900.01	80,900.01		52,585.01		28,315.00
8/1/2024	840,000.00	80,900.01	920,900.01	546,000.00	52,585.01	294,000.00	28,315.00
2/1/2025		68,300.01	68,300.01		44,395.01		23,905.00
8/1/2025	830,000.00	68,300.01	898,300.01	539,500.00	44,395.01	290,500.00	23,905.00
2/1/2026		55,850.01	55,850.01		36,302.51		19,547.50
8/1/2026	825,000.00	55,850.01	880,850.01	536,250.00	36,302.51	288,750.00	19,547.50
2/1/2027		47,600.01	47,600.01		30,940.01		16,660.00
8/1/2027	810,000.00	47,600.01	857,600.01	526,500.00	30,940.01	283,500.00	16,660.00
2/1/2028		38,993.75	38,993.75		25,345.94		13,647.81
8/1/2028	810,000.00	38,993.75	848,993.75	526,500.00	25,345.94	283,500.00	13,647.81
2/1/2029		29,881.25	29,881.25		19,422.81		10,458.44
8/1/2029	795,000.00	29,881.25	824,881.25	516,750.00	19,422.81	278,250.00	10,458.44
2/1/2030		19,943.75	19,943.75		12,963.44		6,980.31
8/1/2030	765,000.00	19,943.75	784,943.75	497,250.00	12,963.44	267,750.00	6,980.31
2/1/2031		10,381.25	10,381.25		6,747.81		3,633.44
8/1/2031	755,000.00	10,381.25	765,381.25	490,750.00	6,747.81	264,250.00	3,633.44
	<b>11,510,000.00</b>	<b>2,221,337.69</b>	<b>13,731,337.69</b>	<b>7,481,500.00</b>	<b>1,443,869.50</b>	<b>4,028,500.00</b>	<b>777,468.19</b>

	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
GO Refunding Bonds	\$ 1,500,000	\$ 1,500,000	\$1,500,000
Advance Refunding Bond	\$845,000	\$850,000	\$850,000.00
Neosho Hwy Shop	\$633,100	NA	NA
Detention Facility Pipe Project	\$540,000	\$540,000	\$540,000
<b>Debt Service Principal Total</b>	<b>\$ 3,518,100</b>	<b>\$ 2,890,000</b>	<b>\$2,890,000</b>
Annual Hwy Road Allocation	\$1,000,000	\$1,000,000	\$1,000,000
<b>Sub Total</b>	<b>\$ 4,518,100</b>	<b>\$ 3,890,000</b>	<b>\$3,890,000</b>
Detention Facility Pod Addition	NA	NA	\$1,000,000
<b>Debt Service Principal / Hwy Road Allocation</b>	<b>\$ 4,518,100</b>	<b>\$ 3,890,000</b>	<b>\$4,890,000</b>

JM  
5/17/2018

STATEMENT OF THE DODGE COUNTY TREASURER

April 30, 2018

Following is a condensed statement of cash received and disbursed by Dodge County during the month of APRIL 2018:

Balance MARCH 31, 2018	\$655,461.03	
Receipts APRIL 2018	\$3,872,611.34	
Investments Redeemed	\$5,860,000.00	
Cancelled Checks	\$1,025.19	
JE Bank credit IRS	\$210.00	
Interest "SWEEP" Account	\$310.47	
APRIL J.E.	\$1,114,657.44	

Disbursements APRIL 2018		\$9,936,644.51
Investments Purchased		\$905,000.00
Balance APRIL 30, 2018		\$597,336.46
APRIL J.E.		\$65,294.50

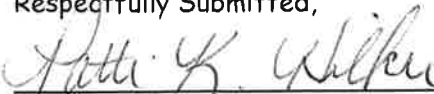
	<u>\$11,504,275.47</u>	<u>\$11,504,275.47</u>
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Landmark Credit Union # 9001133707 (GENERAL FUND)		\$486,431.92
Landmark Credit Union # 9001133703 (SWEEP)		\$759,328.23

Month End Bank Balance		\$1,245,760.15
Less Outstanding Checks		\$648,423.69

Cash Balance APRIL 2018		\$597,336.46
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Respectfully Submitted,



Patti K. Hilker  
Dodge County Treasurer

**DODGE COUNTY, WISCONSIN  
COUNTY INVESTMENTS**

**MAY 2018**

INVESTMENT TYPE	BALANCE BEFORE INVESTING	% INVESTED	AVG. YIELD RATE	AMOUNT INVESTING	AMOUNT SOLD	AVG. YIELD RATE	BALANCE AFTER INVESTING	% INVESTED
CERTIFICATES OF DEPOSITS	\$1,000,000.00	2.0%	0.650%	\$0.00	\$0.00	0.650%	\$1,000,000.00	2.1%
STATE INVEST. POOL RAILROAD	\$635,440.10	1.3%	1.730%	\$905.90	\$0.00	1.730%	\$636,346.00	1.3%
STATE INVEST. POOL GENERAL	\$15,443,413.81	31.4%	1.730%	\$2,650,048.88	\$4,590,000.00	1.730%	\$13,503,462.69	28.5%
STATE INVEST. POOL HSN PROJECT	\$0.00	0.0%	0.000%	\$0.00	\$0.00	0.000%	\$0.00	0.0%
EHLERS -GENERAL FUNDS	\$8,100,204.37	16.4%	0.230%	\$138,741.93	\$121,500.00	0.230%	\$8,117,446.30	17.1%
EHLERS -TREASURY ACCT	\$0.00	0.0%	0.000%	\$0.00	\$0.00	0.000%	\$0.00	0.0%
LANDMARK CREDIT UNION GEN FUND INVESTMENTS	\$2,027,746.94	4.1%	0.000%	\$0.00	\$28,194.80	0.000%	\$1,999,552.14	4.2%
WELLS FARGO INVESTMENTS	\$1,225,068.12	2.5%	1.630%	\$10,934.53	\$0.00	1.630%	\$1,236,002.65	2.6%
4-H LEADERS ASSOCIATION NOTE	\$0.00	0.00%	0.000%	\$0.00	\$0.00	0.000%	\$0.00	0.0%
DODGE CTY DRAINAGE BOARD UNSECURED LOAN	\$0.00	0.00%	3.500%	\$0.00	\$0.00	3.500%	\$0.00	0.0%
FIXED INCOME CUSTODY (DANA)	\$16,828,783.47	34.2%	3.100%	\$107,335.54	\$0.00	3.100%	\$16,936,119.01	35.7%
NEOSHO SHOP - INTERNAL BORROWING	\$1,299,757.00	2.6%	1.000%	\$0.00	\$0.00	1.000%	\$1,299,757.00	2.7%
PIPE PROJECT - INTERNAL BORROWING	\$2,700,000.00	5.5%	1.600%	\$0.00	\$0.00	1.600%	\$2,700,000.00	5.7%
	<u>\$49,260,413.81</u>	<u>100.0%</u>		<u>\$2,907,966.78</u>	<u>\$4,739,694.80</u>		<u>\$47,428,685.79</u>	<u>100.0%</u>

Market Driven

April Yield Rates		
	2018	2017
CD	0.65%	0.65%
State Pool	1.73%	0.65%
Fixed Income	3.10%	1.94%
Wells Fargo Investments	1.63%	1.69%
Ehlers-General Funds	0.23%	0.14%
Pipe Project-Internal	1.60%	1.60%
Neosho Shop-Internal	1.00%	1.00%

INVESTED BY:

DATE

\_\_\_\_\_  
PATTI K. HILKER, DODGE COUNTY TREASURER

INVESTMENTS AUTHORIZED BY:

DATE

\_\_\_\_\_  
DAVID FROHLING  
FINANCE COMM. CHAIRMAN

**Dodge County, Wisconsin  
County Sales and Use Tax Revenue**

Remittance Period	Collection Period	2012	2013	2014	2015	2016	2017	2018	Previous Year	
		Remittance	Remittance	Remittance	Remittance	Remittance	Remittance	Remittance	\$ Change	% Change
Jan	Nov	\$328,944	\$395,130	\$486,170	\$461,907	\$512,301	\$429,376	\$392,621	(\$36,755)	-8.6%
Feb	Dec	491,041	464,668	465,644	419,112	440,663	686,238	720,097	\$33,858	4.9%
Mar	Jan	334,316	378,875	346,135	399,718	414,299	497,670	453,560	(\$44,109)	-8.9%
Apr	Feb	376,618	380,068	433,718	469,683	321,749	396,375	401,653	5,278	1.3%
May	Mar	470,113	481,241	534,851	515,569	407,852	522,150	625,667	\$103,517	19.8%
Jun	Apr	459,467	399,631	422,574	407,861	638,989	587,195			
Jul	May	339,517	510,392	589,725	524,613	578,159	470,957			
Aug	Jun	525,156	552,835	672,406	500,849	510,100	717,294			
Sep	Jul	402,754	413,028	461,485	486,051	531,127	622,065			
Oct	Aug	457,675	505,310	565,940	580,603	522,952	524,810			
Nov	Sep	502,994	458,782	490,439	417,286	545,035	648,274			
Dec	Oct	387,671	370,028	484,997	548,922	484,606	518,044			
		<b>\$5,076,266</b>	<b>\$5,309,989</b>	<b>\$5,954,084</b>	<b>\$5,732,174</b>	<b>\$5,907,833</b>	<b>\$6,620,448</b>	<b>\$2,593,598</b>	<b>\$61,789</b>	
Monthly Average		423,022	442,499	496,174	477,681	492,319	551,704	518,720	12,358	
Highest Monthly Amt		\$525,156 Aug/June	\$552,835 Aug/June	\$672,406 Aug/June	\$580,603 Oct/Aug	\$638,989 June/April	\$717,294 Aug/June	\$720,097 Feb/Dec	\$103,517 May/March	
Lowest Monthly Amt		\$328,944 Jan/Nov	\$370,028 Dec/Oct	\$346,135 Mar/Jan	\$399,718 Mar/Jan	\$321,749 Apr/Feb	\$396,375 Apr/Feb	\$392,621 Jan/Nov	(\$44,109) Mar/Jan	
								% Of Year Completed	41.7%	
								Estimated Year End	\$6,224,636	

2018 Budget	Monthly Budget
\$4,453,750	\$371,145.83

	Previous Month		\$ Change	% Change
	Apr-18	May-18		
State	23,134,165	37,092,754	13,958,589	60.3%
Dodge	401,653	625,667	224,014	55.8%



**Dodge County, Wisconsin**  
**Finance Department**  
**Unbudgeted/Excess Revenue Appropriation**  
**Revenue and Expenditure Adjustment Form**  
 Effective January 1st, 2016

Date: 04/30/18

Department: Emergency Management

For Finance Department use only

Doc# \_\_\_\_\_

Batch# \_\_\_\_\_

GL Date: \_\_\_\_\_

**Description of Adjustment:**

A GRANT check for \$15,755.06 for the Active Shooter Exercise Series (2017 - 2018) was received on 4/30/18. This is the exact amount of the exercise series, and the invoice was paid in February 2018, as the final exercise was January 15, 2018. This amount is a zero net effect on the budget, however the budgeted amount for 2824 in 2018 was \$12,000.

Budget Adjustment				
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Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
2824	4222	289	EMPG - Redistribution Dollars	-15,755
2824	5299		Active Shooter Exericse Series	15,755
				0

Note the total Budget Adjustment must balance

Department Head Signature *Amy B. Nick* Date: 4/30/2018

County Administrator Signature *James Melthe* Date: 4/30/18

Committee of Jurisdiction Chairman Signature *Russell Kathe* Date: 5-8-2018

Finance Committee Chairman Signature \_\_\_\_\_ Date: \_\_\_\_\_



**Dodge County, Wisconsin  
Finance Department  
Unbudgeted/Excess Revenue Appropriation  
Revenue and Expenditure Adjustment Form  
Effective January 1st, 2016**

**Doc = BX  
Ledger = BA**

Date: 4/6/18

Department: Human Services

Budget Year: 2018

For Finance Department use only	
Doc#	_____
Batch#	_____
GL Date:	_____

**Description of Adjustment:**

The Department has been awarded Phase 1 funding relating to the Opioid Treatment Center Grant.  
This funding is intended to be used for start up costs in preparation for Phase 2.

<b>Budget Adjustment</b>
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Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
4805	4234	533141	Opioid Grant	-48,418
4805	5219		Other Professional Services	12,625
4805	5818		Computer Equipment	24,867
4805	5314		Mobile Components	40
4805	5225	112	Mobile Service	360
4805	5312		Office Supplies	2,000
4805	5812		Office Furnishings	8,526

**Note the total Budget Adjustment must balance**

Department Head Signature Berby Bell Date: 4/27/18

County Administrator Signature James Melke Date: 5/1/18

Committee of Jurisdiction Chairman Signature Mary Bobrow Date: 5/2/18

Finance Committee Chairman Signature David Fuhly Date: 5/8/18



Dodge County, Wisconsin  
Finance Department  
Intra-Department Fund Transfer Form  
Effective Date: January 01, 2016

Doc = BX  
Ledger = BA

Date: 5/29/18

Department: Human Services & Health Department

Budget Year: 2018

For Finance Department use only	
Doc#	_____
Batch#	_____
GL Date:	_____

**Description of Adjustment:**

When the 2018 budget was created and entered into JD Edwards, the budget amount for revenue relating to business unit 4807 was entered into the wrong object line. Object line 4575.05 was the old TCM account number used and the new Netsmart account object line is 4630.

**Increase to Budget**

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
4807	4630		Medicaid Revenues	-1,440,000

**Decrease to Budget**

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
4807	4575.05		Medicaid	1,440,000

Note the increases must balance with the decreases

Department Head Signature Becky Bell Date: 6/1/18

County Administrator Signature James Muelke Date: 6/1/18

Committee of Jurisdiction Chairman Signature \_\_\_\_\_ Date: \_\_\_\_\_

Finance Committee Chairman Signature \_\_\_\_\_ Date: \_\_\_\_\_





**Dodge County, Wisconsin**  
**Finance Department**  
**Intra-Department Fund Transfer Form**  
 Effective Date: January 01, 2016

Date: May 15, 2018

Department:        Sheriff

For Finance Department use only	
Doc#	_____
Batch#	_____
GL Date:	_____

**Description of Adjustment:**

Transfer of budgeted funds from Patrol BU 2021 (5121 wages perm), to BUs 2001, 2021, 2031, 2051, 2056, & 2061 (Other System Software line 5249.03). This is to cover the costs of a required CJSS documenting system needed for Spillman, SecureLink. This is an annual subscription which was unbudgetted for 2018.

**Increase to Budget**

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
2001	5249.03		Other System Software	\$500.00
2021	5249.03		Other System Software	\$5,000.00
2031	5249.03		Other System Software	\$500.00
2051	5249.03		Other System Software	\$500.00
2056	5249.03		Other System Software	\$500.00
2061	5249.03		Other System Software	\$5,000.00

**Decrease to Budget**

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
2021	5121		Wages-Permanent-Regular	\$12,000.00

Note the increases must balance with the decreases

Department Head Signature *Dale Jell* Date: 5-15-18

County Administrator Signature *James Mielke* Date: 5/31/18

Committee of Jurisdiction Chairman Signature *Wayne Miller* Date: 6/1/18

Finance Committee Chairman Signature \_\_\_\_\_ Date: \_\_\_\_\_



Dodge County, Wisconsin  
Finance Department  
Intra-Department Fund Transfer Form  
Effective Date: January 01, 2016

Doc = BX  
Ledger = BA

Date: 6/1/18

Department: Sheriff

Budget Year: \_\_\_\_\_

For Finance Department use only	
Doc#	_____
Batch#	_____
GL Date:	_____

**Description of Adjustment:**

Transfer of budgetted funds from Patrol BU (5121 wages perm) to BU 2021.5819 (Other Capital Equip.)  
 Early in 2018 the SO was required to make an unbudgetted technology purchase of approximately \$15,000  
 total for a robot burner and redaction computer. Pushed off purchase of tasers in hopes of waiting until 2019.  
 That will not be possible anymore due to need for replacements

**Increase to Budget**

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
2021	5819		Other Capital Equipment	\$15,000

**Decrease to Budget**

Business Unit Number	Account Object Number	Subsidiary Number	Account Title	Amount
2021	5121		Wage-Permanent Regular	\$15,000

Note the increases must balance with the decreases

Department Head Signature *Bob Jell* Date: 6-1-18

County Administrator Signature *James Mielche* Date: 6/1/18

Committee of Jurisdiction Chairman Signature \_\_\_\_\_ Date: \_\_\_\_\_

Finance Committee Chairman Signature \_\_\_\_\_ Date: \_\_\_\_\_

DODGE COUNTY, WISCONSIN  
DC Paid Vouchers \$10,000 Or More  
Vouchers paid in May

Account Number	Address Number	Alpha Name	G/L Date	Do Ty	Document Number	Doc Fd	Amount	P C	
131.5728	16165	East Wisc Counties Railroad Consortium	04/26/18	PV	466159	00100	25,000.00	P	
1305.5213	36019	Johnson Block & Company, Inc.	05/07/18	PV	466557	00100	17,800.00	P	
1816.5226	19295	AT&T	04/19/18	PV	466574	00100	10,306.64	P	
2061.5275	22827	Aramark Chicago Lockbox	04/30/18	PV	466207	00100	11,560.77	P	
2061.5275	22827	Aramark Chicago Lockbox	04/30/18	PV	466209	00100	11,462.42	P	
2061.5275	22827	Aramark Chicago Lockbox	04/30/18	PV	467296	00100	11,429.64	P	
2061.5291.02	50252	Correct Care Solutions, LLC	05/31/18	PV	466216	00100	73,362.92	P	
2811.5727	52401	Dodge County Fire Chiefs Association	05/18/18	PV	466513	00100	39,446.00	P	
2901.5222	15074	Juneau Utilities	04/26/18	PV	466190	00100	12,860.32	P	
2902.5222	15074	Juneau Utilities	04/26/18	PV	466190	00100	19,290.49	P	
7852.5828	52162	Woleske Construction Co	04/30/18	PV	466696	00100	105,990.55	P	
Fund . . . . . 00100							GENERAL FUND	338,509.75	

DODGE COUNTY, WISCONSIN  
DC Paid Vouchers \$10,000 Or More  
Vouchers paid in May

Account Number	Address Number	Alpha Name	G/L Date	Do Ty	Document Number	Doc Fd	Amount	P C	
4805.5818	47338	JusticePoint, Inc.	04/30/18	PV	467542	00100	11,185.00	P	
4807.5219	12426	Lutheran Social Services-WI & Upper MI	04/30/18	PV	467342	00100	47,512.97	P	
4807.5219	39482	Family Youth Interaction Zone	04/30/18	PV	466741	00100	50,835.25	P	
4807.5219	40615	Anu Family Services	04/30/18	PV	467541	00100	11,378.66	P	
4807.5219	50222	UnMasked Expressive Therapies	04/30/18	PV	467409	00100	12,066.25	P	
4807.5219	50314	Seasons Counseling LLC	04/30/18	PV	467316	00100	44,055.00	P	
4809.5279.468	39368	Journey Mental Health Center, Inc.	04/30/18	PV	467301	00100	10,800.00	P	
4809.5279.468	40455	Evergreen Manor II Inc.	04/30/18	PV	467302	00100	10,791.00	P	
4825.5299	13771	Green Valley Enterprises Inc.	04/30/18	PV	466735	00100	31,541.67	P	
4846.5299	47338	JusticePoint, Inc.	04/30/18	PV	467310	00100	15,091.00	P	
5004.5273.02	12426	Lutheran Social Services-WI & Upper MI	04/30/18	PV	466507	00100	11,410.39	P	
5010.5273.02	12435	Lad Lake, Inc.	04/30/18	PV	466613	00242	11,204.40	P	
5010.5273.02	12436	Northwest Passage, LTD	04/30/18	PV	466614	00242	11,196.00	P	
5010.5273.02	13296	Chileda Institute Inc	04/30/18	PV	466616	00242	15,505.20	P	
5010.5273.02	19821	Clinicare Corporation	04/30/18	PV	466618	00242	11,482.50	P	
5010.5273.02	24982	Oconomowoc Developmental Training Center	04/30/18	PV	466622	00242	11,435.10	P	
5010.5273.02	24982	Oconomowoc Developmental Training Center	04/30/18	PV	466622	00242	13,640.40	P	
5010.5273.02	42556	Lutheran Social Services-Waukesha	04/30/18	PV	466638	00242	11,634.60	P	
5010.5273.02	50352	Youth Villages Inc	04/30/18	PV	466659	00242	13,500.00	P	
5742.5275	39203	Feil's Supper Club/Catering	04/30/18	PV	466575	00100	11,007.84	P	
Fund . . . . . 00242							HEALTH & HUMAN SERVICES FUND	367,293.23	

DODGE COUNTY, WISCONSIN  
DC Paid Vouchers \$10,000 Or More  
Vouchers paid in May

Account Number	Address Number	Alpha Name	G/L Date	Do Ty	Document Number	Doc Fd	Amount	F C	
645.1844	13881	Hometown Glass & Improvement Inc.	04/30/18	PV	467289	00100	19,314.00	F	
4520.5591.20	15271	Wisconsin Dept. of Health & Family Serv.	05/31/18	PV	466478	00100	22,100.00	F	
4521.5591.20	15271	Wisconsin Dept. of Health & Family Serv.	05/31/18	PV	466479	00100	41,860.00	F	
4528.5345	44091	Omnicare Inc	04/30/18	PV	467051	00100	11,761.60	F	
4556.5222	15074	Juneau Utilities	04/30/18	PV	466114	00100	23,500.46	F	
4561.5323	51376	MatrixCare, Inc	04/30/18	PV	466480	00100	16,845.00	F	
Fund . . . . . 00645							CLEARVIEW LTC & REHAB	135,381.06	

09450

DODGE COUNTY, WISCONSIN  
DC Paid Vouchers \$10,000 Or More  
Vouchers paid in May

Page Number 4  
Date 5/31/18

Account Number	Address Number	Alpha Name	G/L Date	Do Ty	Document Number	Doc Fd	Amount	P C
872.2371.80	52403	Andy's Excavations, LLC	05/10/18	PV	466514	00100	17,300.00	P
Fund . . . . .			00872	DRAINAGE DISTRICTS FUND			17,300.00	
Grand Total							858,484.04	

09450

DODGE COUNTY, WISCONSIN  
DC Paid Vouchers \$10,000 Or More  
Voucher paid in May

Page Number 1  
Date 5/31/18

Account Number	Address Number	Alpha Name	G/L Date	Do Ty	Document Number	Doc Fd	Amount	P C
730.2121	12880	Al-Chroma	04/26/18	PV	466219	00730	12,776.40	P
730.2121	14439	Compass Minerals	05/09/18	PV	466786	00730	59,104.94	P
730.2121	14439	Compass Minerals	05/10/18	PV	466787	00730	21,089.76	P
730.2121	14439	Compass Minerals	05/14/18	PV	466788	00730	22,105.89	P
730.2121	15356	E.H. Wolf & Sons Inc.	05/07/18	PV	466485	00730	12,590.89	P
730.2121	15356	E.H. Wolf & Sons Inc.	05/23/18	PV	467436	00730	13,306.28	P
730.2121	16670	Force America Inc.	04/30/18	PV	467413	00730	11,261.88	P
730.2121	16670	Force America Inc.	04/30/18	PV	467414	00730	11,219.88	P
730.2121	16670	Force America Inc.	04/30/18	PV	467414	00730	11,219.88	P
730.2121	16670	Force America Inc.	04/30/18	PV	467414	00730	11,219.88	P
730.2121	40879	Potters Industries Inc.	05/14/18	PV	467196	00730	12,320.00	P
730.2121	40879	Potters Industries Inc.	05/17/18	PV	467596	00730	12,320.00	P
730.2121	49610	Midstates Equipment & Supply	05/02/18	PV	466365	00730	27,052.20	P
730.2121	50623	Kriete Truck Center Madison	04/26/18	PV	466110	00730	122,000.00	P
730.2121	50623	Kriete Truck Center Madison	04/26/18	PV	466111	00730	122,000.00	P
730.2121	50791	Ennis Paint Inc	05/17/18	PV	467510	00730	20,812.00	P
730.2121	50791	Ennis Paint Inc	05/24/18	PV	467597	00730	23,080.75	P
Fund . . . . .			00730	HIGHWAY AND AIRPORT FUND			525,480.63	
Grand Total							525,480.63	

**June-18**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12 Finance Committee	13	14	15	16
17	18	19 County Board	20	21	22	23
24	25	26	27	28	29	30

**July-18**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10 Finance Committee	11	12	13	14
15	16	17 County Board	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**August-18**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14 Finance Committee	15	16	17	18
19	20	21 County Board	22	23	24	25
26	27	28	29	30	31	