DODGE COUNTY
AUDIT COMMITTEE MEETING
127 E. OAK STREET
ROOM 4A, 4TH FLOOR, ADMINISTRATION BUILDING
JUNEAU, WI 53039
December 29, 2016

By roll call, members present: Bennett, Nickel and Stousland. Also present was Mary Muskovitz and Deb Weber, Administrative Assistants and Makenzie Drays, Senior Accountant.

Members absent: Greshay and Hilbert.

Meeting called to order at 8:00 a.m. by Chairman Nickel

Weber certified the public notice given for this meeting complies with the requirements of Wisconsin's open meetings law.

Public Comment: None

Motion by Stousland, seconded by Bennett to approve the minutes of December 15, 2016. Motion carried.

Committee member reports: None

Old Business:

1. Wenzel - was for toner, USB, calendars and machine tape
2. Hilker - was for WCTA Fall Seminar
3. Schoebel – no documentation – add to Old Business for next meeting
4. Hooper – was $4.25 fuel – topped off rental car

US Bank Purchase Card Review of November Non-Department Head purchases:

Hill, Clearview – Autopay/Dish Ntwk (1), Batteries Plus (1), Menards (4), Mills Fleet Farm (1), Shred-It (1)
Ketchem, Sheriff – Cabela's, (1)
Grosskopf, Jail, - Amazon (1), Associated Bag Co (1), Bob Barker Co (1), Dash Medical Supplies (1)
All of the above had documentation in File Director

Motion by Bennett, seconded by Stousland to allow payment of Clearview vouchers Batch #194852 in the sum of $34,150.55 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Stousland, seconded by Bennett to accept the payment of Employee Expenses on Payroll check dated 12/16/16 for $20,628.03 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Bennett, seconded by Stousland to allow payment of vouchers for County Board Expenses dated 12/20/16 for $2,304.35 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Bennett, seconded by Stousland to accept payment of vouchers for US Bank Purchase card in Batch #194630 for $296,630.26 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Stousland, seconded by Bennett to allow payment of vouchers in Batch #194722 for $304.56 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Bennett, seconded by Stousland to allow payment of vouchers in Batch #194735 for $75,373.78 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Stousland, seconded by Bennett to accept the payment of Miscellaneous vouchers paid in the Amount of $109,918.10 for Batches #194428, 194509, 194633 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

The next regular meeting of the Audit Committee is scheduled for January 12, 2017 at 8:00 a.m. in Room 4A

Motion by Stousland, seconded by Bennett to adjourn. Motion carried. Meeting adjourned at 8:48 a.m.

Respectfully submitted,

Secretary
Glenn Stousland

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