DODGE COUNTY
AUDIT COMMITTEE MEETING
127 E. OAK STREET
ROOM 4A, 4TH FLOOR, ADMINISTRATION BUILDING
JUNEAU, WI 53039
April 13, 2017

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

Members absent: Greshay – excused.

Meeting called to order at 8:03 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 Bennett, seconded by Hilbert to approve the minutes of March 23, 2017. Motion carried.

Committee member reports: None

Old Business:
B Brandt – Thompson West – more detail needed West Law Charges-Legal Research

B Brandt – Burbach Stansbury – more detail needed Deb Wolfram-Conference

B Brooks – Johnson Controls – more detail needed ---HVAC Service Contract includes service guy to come out whenever called. Includes software changes, nomadic checks, for HD, Admin, Courts, Law Enforcement Building, Legal Service, and Jail. Jail and Courts are the only two buildings that includes parts or equipment replacement.

US Bank Purchase Card Review of February Department Head purchases:

Nehls, A – Emergency Management, Kwik Trip (1)
Hooper, J – Clearview Administrator, WI DHS Div Qlty Assurance (1)
Hooper, J – Clearview Administrator, American Airlines (1)
Hooper, J – Clearview Administrator, Delta Air (1)
Hooper, J – Clearview Administrator, Expedia (2)
Hilker, P – Treasurer, Dodge County – (1) Detail Needed
Hilker, P – Treasurer, Dodge County – (1) Detail Needed
Otto, R – IT Director, WI Counties – (1) Detail Needed
Eske, S – HR Director, Natl Public Employer – (1) Detail Needed

Motion by Stousland, seconded by Hilbert to allow payment of Clearview vouchers Batch # 199135 in the sum of $ 66,006.88 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Hilbert, seconded by Bennett to allow payment of vouchers for Employee Expenses dated 3/24/17 for $ 11,109.81. Motion carried.

Motion by Stousland, seconded by Bennett to allow payment of vouchers for Employee Expenses dated 4/7/17 for $ 2,383.63. Motion carried.

Motion by Stousland, seconded by Hilbert to allow payment of vouchers in Batch #198846 for $ 9,048.31. Motion carried.

Motion by Hilbert, seconded by Stousland to allow payment of vouchers in Batch #198847 for $118,686.73. Motion carried.

Motion by Hilbert, seconded by Bennett to allow payment of vouchers in Paid Batches 198622, 198611, 198751, 198820, 198938, 198954, 198978, 199034 & 199136 for $ 40,093.32 Motion carried.

The next regular meeting of the Audit Committee is scheduled for April 27, 2017 at 8:00 a.m. in Room 4A

Motion by Stousland, seconded by Hilbert to adjourn. Motion carried. Meeting adjourned at 8:45 a.m.

Respectfully submitted,

Glenn Stousland

Secretary
Glenn Stousland

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