

BOARD OF SUPERVISORS

Jeff Nooyen, County Board Chair

November 6, 2023

**TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS
LADIES AND GENTLEMEN:**

Outagamie County Treasurer Trenten Woelfel has been appointed to the position of Outagamie County Finance Director. Therefore, the position of County Treasurer is currently vacant. Pursuant to Wisconsin State Statute Section 17.21(3), the position can be filled by appointment by the County Board for the remainder of the unexpired term.

In order to maintain stability in the Treasurer's Office and ensure the residents of Outagamie County will be properly served, I am pleased to nominate Deputy County Treasurer Rochelle Oskey for appointment to the position of Outagamie County Treasurer, said term to expire January 5, 2025.

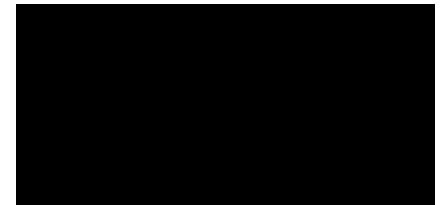
Your confirmation of my appointment is appreciated.

Sincerely,



Jeff Nooyen
Outagamie County Board Chair

Rochelle L. Oskey



Professional Profile

I am a Deputy Treasurer with strong organizational and problem-solving skills. I maintain a solid background of accounts payable, job costing, accounts receivable, billing, payroll, property taxes, budgets, human resources, benefits, journal entries, sales and use tax reports, balance sheet reconciliations, bank reconciliations, month end allocations and reports. I multi-task with ease, am very detail-oriented with strong organizational and problem-solving skills. I adapt and thrive under any working conditions, do well equally as part of a team or working independently and embrace new challenges and opportunities. I'm always looking for ways to better streamline work and be more efficient.

Professional Experience

Outagamie County Treasurers Office – Appleton, WI
Account Associate III/Deputy Treasurer

June 2017 – Current

- Calculate and print tax bills, settlement, collection and reconciliation pursuant to property tax statutes
- Balance daily cash, wires and ACH transfers for incoming and outgoing funds
- Monitor and reconcile monthly investments
- Prepare and approve journals, accruals and vouchers
- Monthly, quarterly and annual reports
- Assist the public with real estate inquiries
- Review delinquent taxes and In Rem process
- Coordinate and prepare for the annual audit
- Supervise the Account Associate II & III, coordinate workloads and perform evaluations
- Reconcile monthly bank statements to GL
- Evaluate and implement new procedures to improve efficiency
- Reconcile bonds and coupons that are redeemed and set up indebtedness schedule
- Assist other departments to ensure cohesiveness between colleagues
- Provide training to all 34 Municipalities and Financial Institutions
- Make decisions in the absence of the Treasurer

Village of Black Creek – Black Creek, WI
Clerk/Treasurer, WCMC

Nov 2009 – May 2017

- Budget preparation, tax collection and dog licensing
- Real estate inquiries and special assessments
- Accounts payable, accounts receivable, payroll
- Journal entries
- Monthly, quarterly and annual reports

Veolia ES Special Services, Inc. – Neenah, WI
Payroll Supervisor, Accounts Payable Supervisor & Assistant Controller

Oct 2005 – November 2009

- Started doing AP and PR, promoted to Office Manager in 3/06, Assistant Controller in 11/06, General Accounting Supervisor in 9/08 and Payroll Supervisor from 11/08 to present.
- Accounts Payable: 3-way match with PO, packing slip and invoice, coded with proper GL expense account, vouchered and tied out with check.
- Billing: Reviewed and approved the billing packet from the project manager, entered and sent to customer. Followed up on aging invoices.

- Accounts Receivable: Applied lockbox payments and rectified any open balances or over payments.
- Payroll: Entered for 200 employees and tied out. New hires, transfers and terms. HR and Benefits.
- Journal Entries: As needed.
- Balance Sheet Reconciliations: Run GL detail, get backup for all balance sheet accounts and reconcile at month end. All Bank Statement Account Reconciliations.
- Month End Allocations: Run reports and allocate all region expenses to each division.
- Month End Reports: Put together monthly labor, CIP, Intercompany, open AP and AR reports.
- Payroll Supervisor: New hires, transfers and terms. HR and Benefits. Payroll balancing and submission to Ceridian for 350 – 400 employees.

Because of my strong organizational skills, attention to detail, and enthusiasm, I was assigned to struggling areas within an organization to revamp.

Verheyden Consultants, Inc. – New Franken, WI

Dec 2004 – Oct 2005

Accounting/Bookkeeper

- AP, AR, Billing, PR, HR, Benefits, JE, Sales and Use Taxes, Financial Statements, 1099's, W-2's.

Paul Van Zeeland Mechanical, Inc. – Little Chute, WI

Oct 1999 – Jan 2005

Accounting/Bookkeeper

- Started doing PR, then promoted to Office Manger
- AP, AR, Billing, PR, HR, Benefits, JE, Sales and Use Taxes, Financial Statements, 1099's, W-2's.

Additional Job Experience

Menasha Corporation	Accounts Payable Corp Office, Neenah, WI	1999 – 1999
Unisource	Accounts Payable Corp Office, Appleton, WI	1994 – 1999
Thrivent Financial	Payroll, Appleton, WI	1993 – 1994

Education & Technical Skills

1988 Graduate of Seymour High School, Seymour, WI, with emphasis on Accounting. JD Edwards, Tracker, CityView, Transcendent Technologies, Nexus and Tyler Munis. Proficient in Microsoft Office Excel, Word, Outlook & PowerPoint.

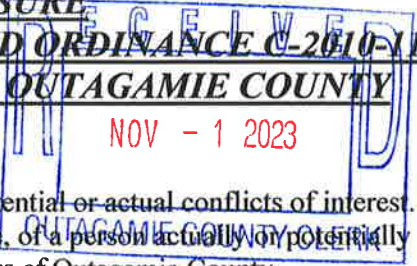
Volunteer Experience

Leadership Fox Cities	2023-2024
Seymour Baseball, Treasurer	2023-2025
Black Creek Youth Sports, Treasurer	2017-2021

Certification

Wisconsin Certified Municipal Clerk (WCMC) and Treasurer's Completion	2010-2013
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OUTAGAMIE COUNTY DISCLOSURE
IN COMPLIANCE WITH RESOLUTION 46—1974 AND ORDINANCE C-2010-11
AND CHAPTER 2, SECTION 2-424 – 2-426 OF THE OUTAGAMIE COUNTY
CODE OF ORDINANCES



The purpose of this Disclosure Statement is to make full disclosure of all potential or actual conflicts of interest. Conflicts of interest occur when the personal interests, financial or otherwise, of a person actually or potentially interfere with the person's professional obligations to and/or the best interests of Outagamie County.

NAME (LAST)	(FIRST)	(MIDDLE)	DAYTIME TELEPHONE NUMBER	
OSKEY	ROCHELLE	LEE	[REDACTED]	
MAILING ADDRESS STREET		CITY	STATE	ZIP CODE
[REDACTED]		[REDACTED]	WI	[REDACTED]

POSITION OR CAPACITY WITH OUTAGAMIE COUNTY (now held or seeking):

DEPUTY TREASURER TO TREASURER

PRINCIPAL EMPLOYER(S) NAME

OUTAGAMIE COUNTY

ADDRESS

320 S WALNUT ST APPLETON, WI 54911

SOURCE OF INCOME IN EXCESS OF \$1,200 PER YEAR (List all sources or anticipated in excess of \$1,200/year). List any interest in any business, contract, lease or item of value, the nature and extent of such interest, holding or employment which may involve a conflict of interest or potential conflict or ethics problem in conducting county business.

NONE

I, ROCHELLE OSKEY currently serving or will be serving Outagamie County in the capacity of TREASURER certify that I anticipate no income from any other source to be in conflict with the county ethics code nor do I have any holdings not disclosed which would be in conflict or a potential conflict of interest or violation of the Outagamie County Code of Ordinances, Chapter 2, Section 2-424 – Section 2-426, Resolution 46—1974 and Ordinance C-2010-11.

Rochelle L Oskey
 Signature

Subscribed and sworn to before me this 1st day of November, 2023.

Kelly M. Cant
 Notary Public
 Commission Expires: 12/8/23

