

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: Tuesday, April 21, 2015

Time: 4:30 P.M.

Kewaunee County Administration Center, 810 Lincoln St, Kewaunee, WI 54216
Committee Room

Call to Order: The meeting was called to order at 4:43 by Chairman Lee Luft

Roll Call: Members present were Lee Luft, Ken Tebon, John Mastalir, Tom Romdenne

Others Present: Scott Feldt, Paul Kunesh, Michelle Dax

Approve April 21, 2015 Agenda: Motion by John Mastalir, second by Ken Tebon to adopt the agenda. Motion carried.

Approve April 10, 2015 Minutes: Motion by John Mastalir, second by Ken Tebon to adopt the April 10 meeting minutes. Michelle Dax stated that information in the minutes regarding the tax deed resolution was incorrect. Motion carried with no changes made.

Approve Additional Bills for Payment: Motion by Tom Romdenne, second by Ken Tebon to approve the bills. Motion carried.

Approve County Board and Supplementary Payroll: Motion by Tom Romdenne , second by Ken Tebon to approve the Supplementary and County Board payroll.

Other Matters as Authorized by Law: None

Adjournment: Motion by Tom Romdenne, second by John Mastalir to adjourn the meeting. Motion carried. Meeting adjourned at 4:55 pm

Submitted by:
Michelle Dax, Recording Secretary



Kewaunee County
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: Friday, April 10, 2015

Time: 2:00 P.M.

Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216
Conference Room

Call to Order: The meeting was called to order at 2:00 p.m. by Lee Luft.

Roll Call: Members present were Lee Luft, Tom Romdenne, John Mastalir, Ken Tebon, Virginia Haske

Others present: Scott Feldt, Jeff Wisnicky, Bob Weidner, Steve Hanson, Ron Heuer, Michelle Dax, Rory Groessl.

Approve April 10, 2015 Agenda: Motion by Ken Tebon, second by Tom Romdenne to adopt April 10 agenda. Motion carried.

Approve March 13, 2015 and March 17, 2015 Minutes: Motion by Ken Tebon, second by Tom Romdenne to adopt the March 13 meeting minutes. Motion carried.

Reports

a. Scott Feldt, County Administrator

Scott reported to the committee on year to date overtime.

b. Other Department Head Reports as Needed

Michelle Dax handed out a reconciliation report.

County Owned Real Property

a. Sale of Tax Deed Parcels – Jeff Wisnicky, Corporation Counsel

Property on Jefferson Street we didn't get a lot of interest. Jeff suggests to list it again with the on-line site and start at a lower price. Scott recommended listing it at \$6,500. Virginia suggested we contact the people that were originally interested.

Motion by Tom Romdenne, second by Virginia Haske to reduce the proposed selling price of the Arndt property to \$6,500, motion carried.

b. Resolution re: Delinquent Real Estate Taxes – Michelle Dax, County Treasurer

The end of January 2011 tax year delinquent letters were sent in January 2015. Individuals were given through the end of March to pay. The 2011 delinquent tax deed list was handed out and reviewed.

Bids were received today for performing title searches. One bid was received. Title Trends bid \$60 per parcel.



Motion by Ken Tebon, second by John Mastalir to approve the resolution to market tax deed delinquent properties on this list.

c. Update on Hornig Parcel – Scott Feldt, County Administrator/Glenn Selner, Zoning Administrator

The Committee has asked Scott to find out more information regarding Hornig Parcel. A handout was given regarding wetland with regards to this parcel. Glenn contacted a soil testing company to do a wetland delineation that would cost \$6,000 - \$7,500. Scott asked if the committee would like to solicit bids to assess whether something can be built on that lot.

Committee gave Scott direction to solicit bids for wetland delineation.

Approval of Ruekert-Mielke Contract re: LIO projects – Steve Hanson, LIO Director

Steve explained the projects to the committee. Ruekert-Mielke requires a signed contract before doing the projects. \$27,000 is the cost.

Motion by Virginia Haske, second by Ken Tebon to pursue projects previously approved and authorize Steve Hanson to sign and send in contracts to Rueckert-Mielke. Motion carried.

Discuss and Approve RTI Contract – Rory Groessl, County Coroner

Rory Groessl has to report any home death to a company per statute. It is not required to which company. This is a tissue recovery contract. Rory updated committee as to what RTI services are and cost. This would be a compliance item.

Motion by John Mastalir, second by Virginia Haske to approve the tissue recovery agreement between RTI Donor Services and Kewaunee County. Recommend to County Board. Motion carried.

Discussion of Health Insurance Process for the 2016 Budget

Scott wanted to update the committee on the status of the stop loss insurance renewal. Rae Anne Beaudry from Horton was here last week regarding stop loss insurance renewal. Scott is asking Horton for more details. Stop loss renewal is not the same timeframe as medical and dental. Scott has asked Horton to put all of the renewals at the same time. Scott will continue his discussions with Horton regarding this.

Lee said Finance Committee will take the lead on this process and the committee needs to get started as soon as possible. Lee would like to know if we received the cost savings we planned to meet at this time.

Discussion began regarding possibilities and thoughts on a Wellness Program.



Proposed Changes to Land Division Ordinance – information – Steve Hanson, LIO Director

Last time we looked at this was 2012. 1st thing: Steve explained parcel combinations. 2nd thing: Currently when attaching to the neighboring parcel statute says you have to let them do that. Has to be different ownership. Steve explained current process compared to the attorney preference. Attorney's would like to do this all with 1 deed, thus changing the boundary. This is fine with Steve. Steve is informing the committee of his intentions. Steve will bring this back to the Finance Committee and the County Board for action in the future.

Jeff Wisnicky commented on current practice. Steve commented on current process for certified maps/surveys.

Travel Request – Ross Loining, Information Services Director

Training in Houston, microwave training through Sheriff's Dept. Cost of lodging and meals. Estimate \$520 for 5 days. Scott recommended to the committee to approve the travel request.

Motion by Ken Tebon, second by Virginia Haske to approve out of state travel for Ross Loining to go to class on microwave radio issues. Motion carried.

Public Comment: none

Other Matters as Authorized by Law: none

Discussion: Setting Future Meeting Dates:

Future meeting dates for the Finance Committee will be the 2nd Friday of the month.

Next Meeting Date: Friday, May 8 at 2:00 p.m.

Approval of Bills :

Motion by Ken Tebon, second by Tom Romdenne to approve the bills. Motion carried.

Adjournment:

Motion by Ken Tebon, second by Tom Romdenne to adjourn the meeting. Motion carried. Adjourned at 3:30.

Respectfully submitted,
Peggy Jeanquart, Recording Secretary

March Reconciliation

Bank	Fund	Balance	Interest Rate
Union State Bank	general	\$483,575.35	0.070%
State Treasurer (LGIP)	general	\$3,688.92	0.120%
Bank of Luxemburg	checking	\$227,106.41	0.116%
ADM-Baylake	Operating	\$1,554,461.83	0.170% march statement not received
Associated Bank	public funds MM	\$7,503,177.85	0.200%
		<u>\$9,772,010.36</u>	

Includes:

revolving loan	<i>Dec balance</i>	\$1,237,965.64
health	<i>Jan balance</i>	\$163,659.54
dental	<i>Jan balance</i>	\$215,685.06
		<u>\$8,154,700.12</u>

Institutional Capital Management/Schwab

<u>Maturity Date</u>	<u>Value</u>
6/20/2017	\$725,000.00
5/3/2018	\$600,000.00
6/28/2018	\$410,000.00
9/26/2019	\$350,000.00
11/1/2019	\$525,000.00
Total at ICM/Schwab	<u>\$2,610,000.00</u>

** \$1,245,000 has been liquidated from ICM and put into general accounts in 2014

**\$4,000,000 was taken transferred to Associated from January Settlement.

**\$2,500,000 was taken transferred to Associated from February Settlement.

Tax Deed Sales 2010 Taxes taken in 2014

<u>Parcel</u>	<u>sold for</u>	<u>amount owed</u>	<u>profit/loss</u>	<u>fmv</u>	<u>date</u>
31 201 34.053 (Arndt)		\$6,551.33		\$39,700.00	
31 004 23.012 (Faust)				\$41,000.00	
31 004 23.011 (Faust)				\$7,000.00	
Faust Total	\$29,600.00	\$6,340.75	\$23,259.25	\$48,000.00	3/17/2015
31 002 6.GL3.05 R26E (Hornig)		\$30,557.63		\$247,900.00	
31 241 OTP 44 (Kemp)	\$5,050.82	\$5,175.82	-\$125.00		12/19/2014
31 010 21.032 (McDonald)	\$14,707.93	\$14,707.93		\$133,500.00	3/16/2015
31 201 ADE 23 (Starr)	\$12,952.00	\$1,780.49	\$11,171.51	\$13,400.00	2/13/2015

Kemp property - sold to the City of Kewaunee for back taxes less the publication and administrative fee

Faust property - sold on Wisconsin Surplus on 2-13-15 for \$37,000. Buyer did not pay - readvertised & sold 3-17-15

Arndt property - sold on Wisconsin Surplus on 3-17-15 for \$18,000. Buyer did not pay - will readvertise.

McDonald - sold back to original owner for taxes & fees

2011 Tax Deed done in 2015

	Name	Parcel #	Property #	Cert	Property Address	Mailing Address	Mortgage	Amount Due	Fee
1	Alsteen Joyce/William Menne	31 008 20.113	008-00020-0280	83	E0614 County Rd KB, Denmark		Denmark State Bank	\$1,518.11	
2	Berkovitz, Kevin	31 020 2.123	020-00002-0422	179	E4210 County Rd FF, Kewaunee			\$280.11	
3	Boulanger, Brendon & Kerry Duquaine	31 006 18.053	006-00018-0340	58	Shop at E2665 State Rd 54, Casco			\$1,367.69	
4	Fields, Mary	31 014 24.02	014-00024-0060		E2305 County Rd F, Kewaunee	E3795 County Rd F, Kewaunee		\$2,138.70	
5	Gille, Richard & Brenda	31 006 15.163	006-00015-0402	52		N6115 Swamp La, Algoma		\$314.24	
6	Harbour Portfolio VII LP	31 241 OTP 18	241-00010-0360	283	520 Harrison St, Kewaunee	8214 Westchester Dr, Dallas TX 75225		\$1,687.63	
7	Karnopp, Dean & Shelley	31 014 23.053	014-00023-0122	132	E1885 County Rd F, Luxemburg			\$2,612.97	
8	Koboski Franklin & Susan	31 201 GL4-34 6	201-00510-0140	279	2624 Lake St, Algoma	424 Park Ave, Pewaukee, 53072		\$3,268.70	
9	Kruswick, Warren & Cecelia	31 002 2.143	002-00002-0380	1		290 Half Mile Rd, Algoma		\$1,044.16	
10	Lawrenz Lynn/Donna Lou Trust	31 201 GL2-34 2.2	201-00490-0060	274		70 Villa Heights Ct, Algoma	Baylake Bank	\$3,134.42	
11		31 201 GL2-34 2.3	201-00490-0061	275		70 Villa Heights Ct, Algoma	Baylake Bank	\$3,276.23	
12		31 201 GL2-34 2.4	201-00490-0062	276		70 Villa Heights Ct, Algoma	Baylake Bank	\$3,669.12	
13	Miller Jr, Thomas & Jessica	31 020 31.022	020-00031-0100	184	N2892 Church Rd, Kewaunee		Union State Bank	\$1,955.03	
14	Miller Jr, Thomas	31 014 24.132	014-00024-0360	134	N3415 E Townline Rd, Kewaunee	N2892 Church Rd, Kewaunee	Home dreams capital LLC	\$1,637.60	
15	No. #1 Lumber Company	31 241 OTP 294	241-00010-5880	300	317 Dorelle St, Kewaunee	279 Seventh St, Algoma		\$10,824.73	
16	Riha, Bruce	31 004 29.012	004-00029-0021	40	N0845 Norman Rd, Kewaunee	E3157 Sandy Bay Rd, Kewaunee		\$647.10	
17	Smola, Paul	31 201 SW-NW28 33	201-00360-0760	254	139 N Water St, Algoma	P.O. Box 460035, Denver CO 80246	Lasalle Bank	\$2,495.15	
18	Urban, Michael	31 008 15.041	008-00015-0140	78	N1597 County Rd AB, Denmark	N1597 County Rd AB, Denmark		\$1,940.10	
19	Witcpalek, Bruce	31 241 NW19 13-4	241-00320-1140	328	517 Second St, Kewaunee	1012 Third St Unit G, Kewaunee		\$3,444.05	
20	Witcpalek, Heather	31 016 19.027	016-00019-0480	158	N6014 W Alaska Lake Rd	517 Second St, Kewaunee		\$1,390.03	
21	Wuenn, James & Linda	31 018 SBC 5	018-00500-0025	178	N8931 County Rd DK, Unit 5, Lux	465 Ridgeland Ave, Valparaiso, IN 46385-4162		\$1,923.93	

\$60,569.80



RESOLUTION NO.

RESOLUTION FOR 2011 DELINQUENT REAL ESTATE TAXES

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, there are a number of parcels of land in Kewaunee County on which taxes are delinquent
2 and on which the County holds Tax Certificates and where before anything can be realized on the same
3 it is necessary to secure Tax Deeds thereon:
4

<u>Parcel #</u>	<u>Name</u>	<u>Cert #</u>	<u>Tax Amount</u>
<u>TOWN OF AHNAPPEE</u>			
31 002 2.143	Kruswick Warren & Cecelia	1	\$658.78
<u>TOWN OF CARLTON</u>			
31 004 29.012	Riha, Bruce E.	40	\$408.26
<u>TOWN OF CASCO</u>			
31 006 18.053	Boulanger, Brendon & DuQuaine, Kerry	58	\$862.89
31 006 15.163	Gille, Richard J. & Brenda J.	52	\$198.26
<u>TOWN OF FRANKLIN</u>			
31 008 20.113	Alsteen, Joyce H. & Menne, William J.	83	\$957.80
31 008 15.041	Urban, Michael J.	84	\$1,235.73
<u>TOWN OF MONTPELIER</u>			
31 014 24.02	Fields, Mary S.	133	\$1,349.34
31 014 23.053	Karnopp, Dean E. & Shelley A.	132	\$1,648.56
31 014 24.132	Miller Jr., Thomas R.	134	\$1,033.18
<u>TOWN OF PIERCE</u>			
31 016 19.027	Witcpalek, Heather	158	\$885.37
<u>TOWN OF RED RIVER</u>			
31 018 SBC 5	Wuenn, James F. & Linda S.	178	\$1,225.43
<u>TOWN OF WEST KEWAUNEE</u>			
31 020 2.123	Berkovitz, Kevin	179	\$176.73
31 020 31.022	Miller, Thomas R Jr & Jessica A.	184	\$1,233.46
<u>CITY OF ALGOMA</u>			
31 201 GL4-34 6	Koboski, Franklin & Susan	279	\$2,062.27
31 201 GL2-34 2.2	Lawrenz Trust, Lynn C. & Donna Lou	274	\$1,977.55
31 201 GL2-34 2.3	Lawrenz Trust, Lynn C. & Donna Lou	275	\$2,067.02
31 201 GL2-34 2.4	Lawrenz Trust, Lynn C. & Donna Lou	276	\$2,314.90
31 201 SW-NW26 33	Smola, Paul	254	\$1,589.27
<u>CITY OF KEWAUNEE</u>			

1	31 241 OTP 18	Harbour Portfolio VII LP	283	\$1,064.75
2	31 241 OTP 294	No. #1 Lumber Company	300	\$6,894.73
3	31 241 NW19 13-4	Witcpalek, Bruce	328	\$2,193.66

4
5 **WHEREAS**, it is necessary to conduct a title search of the foregoing properties in order to proceed with
6 the acquisition of Tax Deeds; and

7
8 **WHEREAS**, bids were received to perform a title search and Title Trends, Inc submitted the low bid of
9 \$60.00 per parcel.

10
11 **NOW, THEREFORE BE IT RESOLVED**, that the Kewaunee County Board of Supervisors duly
12 assembled this 21st day of April 2015, hereby authorizes, directs, and empowers the County Clerk of
13 Kewaunee County to commence the process of acquiring Tax Deeds on behalf of the County on the
14 property described above; and

15
16 **BE IT FURTHER RESOLVED**, the Board approves Title Trends, Inc searching the title to each parcel of
17 land above-described and report the ownership of the parcels, and mortgages, if any, to the County
18 Treasurer; and

19
20 **BE IT FURTHER RESOVLED**, Title Trends, Inc is directed to make a search of all the Owners and
21 Mortgages of record and report OAA Liens, Federal and State Income Tax Liens, Judgments, Mechanics
22 Liens, Small Claims Judgments and Indigent Legal Fees to the County Treasurer.

Respectfully Submitted,

FINANCE & PUBLIC PROPERTY COMMITTEE

APPROVED AS TO FORM
Jeffrey R. Wisnicky
Corporation Counsel

FISCAL IMPACT STATEMENT: \$60.00 per parcel searched.
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	Y E S	N O	A B S E N T	A B S T A I N
Benes, P				
Cravillion, D.				
Garfinkel, R.				
Haske, V.				
Heidmann, B.				
Heuer, R.				
Jahnke, S.				
Kirchman, L.				
Luft, L.				
Mastallr, J.				
Paape, G.				
Pagel, J.				
Paider, R.				
Reckelberg, G.				
Romdenne, T.				
Shillin, K.				
Sinkula, L.				
Tebon, K.				
Wagner, C.				
Weidner, R.				
TOTALS				