

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: Tuesday, July 21, 2015

Time: 5:30 PM

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

Call to Order: The meeting was called to order at 5:39 by Vice Chairman Virginia Haske.

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

Others Present: Scott Feldt, Paul Kunesh

Approve July 21, 2015 Agenda: Motion by John Mastalir, second by Tom Romdenne to adopt the agenda. Motion carried.

Approve July 10, 2015 Minutes: Motion by Ken Tebon, second by John Mastalir to adopt the July 10, 2015 meeting minutes. Motion carried.

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 John Mastalir, second by Tom Romdenne to approve the Supplementary and County Board payroll. Motion carried.

Other Matters as Authorized by Law: None

Adjournment: Motion by Ken Tebon, second by John Mastalir to adjourn the meeting. Motion carried. Meeting adjourned at 5:42 pm.

Submitted by:

  
Paul Kunesh, Recording Secretary

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: Friday July 10, 2015

Time: 2:00 PM

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

Call to Order: The meeting was called to order at 2PM by Chairman Lee Luft.

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

Others Present: Paul Kunesh, Steve Hanson, Larry Kirchman

Approve July 10, 2015 Agenda: Motion by Virginia Haske, second by Ken Tebon to adopt the agenda. Motion carried.

Approve June 16, 2015 Minutes: Motion by Tom Romdenne, second by John Mastalir to adopt the June 16, 2015 meeting minutes. Motion carried.

Approval of Bills: Motion by Ken Tebon, second by Tom Romdenne to approve the bills. Motion carried.

Reports:

Reports by County Administrator: The Committee reviewed the Overtime report as provided in the Committee mailing. The report looked OK compared to previous periods. Human Services had extra overtime due to less employees doing additional duties during the Family Care transition in June.

Reports by Finance Director: Statements dated May 31, 2015. Tax levy is now included in revenue for both budget and actual. Not included are May credit card payments. The credit card entry has been lagging behind due to the large volume of credit card transactions but a process is in place to upload the transactions rather than by manual entry, saving a minimum half days work each month for each Journal Entry. Several revenue sources will be significantly short of budget including the Utility tax revenue and Interest on Investments. Other revenue such as the credit card rebate exceed the amount budgeted for 2015. A list of known differences for 2015 is being compiled. Fund balances for most funds are lower than preferred.

Other Departments: The Treasurers report was presented. Added to the report this month is the amount of property tax collections year to date compared with the previous year.

Approval of sale of Baylake Bank Stock: The County is in possession of Baylake Stock that was donated with the land that is now Ryan Park and is to be used for improvements to that park. State statute does not allow the County to directly own stock so it should be sold. Motion by John Mastalir, second by Ken Tebon to approve the sale of the Baylake stock and place the proceeds into the Ryan Park Fund 229. Motion carried.

Approval of Closure of Fair Fund and transfer to the General Fund: Fund 875-Fair Association Fund was set up to track the repayment of a loan by the County to the Fair Association in the 1990s. Since the loan was forgiven in December 2014, there is no longer a need to track the payments. Motion by Virginia Haske, second by Tom Romdenne to approve the close of fund 875 and transfer the balance of \$7233.91 to the General Fund. Motion carried.

Discussion of \$200,000 alternative investment for the Kewaunee County landfill Long Term Care Trust; The County Trust Fund for the Long Term Care of the landfill. Within that trust are investments of mostly treasury securities. Securities were called and needed to be reinvested in other treasury securities due to DNR requirements.

Request to use LIO funds to ward Town of Lincoln WGNHS project: Steve Hanson is requesting to use \$10,000 of the Land Information Funds fund balance for the WGNHS project in the Town of Lincoln. The project would provide data layers that would map the depth to bedrock and depth to water. This would allow mapping of soil thickness in the town. In addition, Steve would apply for a grant to the DOA for \$10,000 from 2016 grant funds to be used for the project.

Motion by John Mastalir, second by Virginia Haske to approve use of \$10,000 of Land Information fund balance for the Lincoln WGNHS project now and apply for the \$10,000 grant. Motion carried.

Discussion of Dominion Plant Assessment: Dominion will be appealing the assessment in the court system. That process could take several years. Steve provided the committee a copy of a letter that was sent by Dominion to the Town of Carlton residents. Discussion of the possible effects of assessment followed. Chairman Luft has a rough draft of information for County taxpayers regarding the Dominion assessment. He will send it to the other committee members for discussion.

Public Comment: None

Other Matters as Authorized by Law: The Fair Board sent Chairman Luft a proposed revision of the agreement with the County. Copies were given to the committee for review.

Chairman Luft updated the committee on the Hornig property. He contacted a realtor to provide potential sales prices with and without required permits. Updates will follow.

Next Meeting: The next meetings will be Tuesday July 21<sup>st</sup> at 5:30 and Friday August 7<sup>th</sup> at 2pm.

Adjournment: Motion by Virginia Haske, second by Tom Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 3:25PM.

Submitted by:

Paul Kunesch, Recording Secretary

