

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: October 28, 2015 Time: 11:30 AM

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

Call to Order: The meeting was called to order at 12:10 AM by Chair Lee Luft.

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

Others Present: Scott Feldt, Paul Kunesh, Steve Hanson, Michelle Dax, Rae Ann Beaudry

Approve October 28, 2015 Agenda: Motion by Virginia Haske, second by Tom Romdenne to adopt the agenda. Motion carried.

Approve October 20, 2015 Minutes: Motion by Tom Romdenne, second by Virginia Haske to adopt the October 20, 2015 meeting minutes. Motion carried.

Budget Transfer Request–Public Health Dept: Motion by Virginia Haske, second by Ken Tebon to approve the Public Health Department Budget Transfer Request. Motion carried.

Travel request – Finance, Paul Kunesh:

Motion by Tom Romdenne, second by Virginia Haske to approve the Finance Director's travel request to Oshkosh for the WGFOA winter conference. Motion carried.

County Treasurer – Cancellation of Tax Certificates: Michelle informed the committee that there are some old tax delinquent special assessments that need to be written off as uncollectable by statute 75.20 .

County Treasurer – Tax Delinquent Properties: Michelle handed out a summary list of property that may be subject to the tax deed process. Discussion followed. The list will be brought back in December for review & action.

Land Information Director-Farmland Preservation Plan and Comprehensive Plan discussion & approval: Steve Hanson handed out information referring to plan updates. The state has a 50% cost share available. The contract would have a cost not to exceed \$30,000 with half reimbursed by the state.

Motion by Tom Romdenne, second by Ken Tebon to authorize the County to enter into a contract with Baylakes Regional Planning to update the Farmland Preservation Plan and Comprehensive Plan at an amount not to exceed \$30,000 with \$15,000 coming from the Land Information Office Fund balance. Motion carried.

Approval/Clarification of Plan Design Changes: Additional information was provided by Scott Feldt about the effect of proposed plan design changes. There are several plan

participants that would be affected by the changes. Coverage continuation would be available to some. Discussion followed about coverage and possible grandfathering.

Motion by Ken Tebon, second by Tom Romdenne to approve that current ineligible employees and retirees except County Board supervisors as of 1/1/16 on the plan would remain on the plan until Medicare or group insurance eligible or until they terminate. Motion carried.

Discussion & Approval–Alternate Health Insurance Plan for Employees Not Contributing to WRS: Presentation by Rae Ann on proposed plan changes for this group of employees to a plan with a deductible of \$4000/\$8000. This proposed change was reviewed earlier by the Personnel Committee. Motion by Tom Romdenne, second by Virginia Haske to approve an alternate Health Insurance Plan for employees not paying into the Wisconsin Retirement System with a \$4000/\$8000 deductible. Motion carried.

Public Comment: None

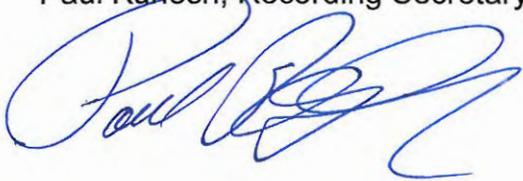
Other Matters as Authorized by Law: Scott Feldt handed out an updated overtime report. Discussion followed. Scott also requested the commit members review the 2016 budget process and recommend any areas for improvement.

Next Meeting: November 10th, November 13th 10AM

Approval of Bills: None

Adjournment: Motion by Virginia Haske, second by Ken Tebon to adjourn the meeting. Motion carried. Meeting adjourned at 1:19 PM.

Submitted by:
Paul Kunesh, Recording Secretary

A handwritten signature in blue ink, appearing to read "Paul Kunesh", is written over the typed name of the Recording Secretary.

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: October 20, 2015 Time: 4:30 PM

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

Call to Order: The meeting was called to order at 4:35 PM by Vice Chair Virginia Haske

Roll Call: Members present were John Mastalir, Tom Romdenne, Virginia Haske, Ken Tebon. Lee Luft arrived at 4:50.

Others Present: Scott Feldt, Paul Kunesh, Ron Heuer, Robert Weidner, Steve Hanson

Approve October 20, 2015 Agenda: Motion by Ken Tebon, second by John Mastalir to adopt the agenda. Motion carried.

Approve October 14, 2015 Minutes: Motion by Tom Romdenne, second by Ken Tebon to adopt the October 14, 2015 meeting minutes. Motion carried.

County Board 2016 Budget – Approval of miscellaneous items: Scott Feldt handed out and reviewed the list of changes to the proposed budget from the prior Finance Committee meeting, along with a few new items. Discussion followed.

Motion by John Mastalir, second by Ken Tebon to approve the following changes to the 2016 Proposed Budget:

- approve the Land Conservation position total increase of \$18,196 in place of the previously approved \$5000,
- additions for the District Attorney office for a total of \$900,
- changes to the Veterans Service Office line items resulting in a net change of \$0,
- addition of a tax chargeback in the amount of \$16,143.

Motion carried.

Register of Deeds scanning request:

Motion by Ken Tebon, second by Tom Romdenne to approve the Register of Deeds request in the amount of \$1499.50 for records scanning to be paid from the Redaction Fee Fund. Motion carried.

Maintenance boiler request:

Motion by Tom Romdenne, second by John Mastalir to approve the request to purchase replacement parts for the amount not covered by insurance up to \$8000 and to be paid from the contingency fund. Motion carried.

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

Approve County Board and Supplementary Payroll: Motion by Tom Romdenne, second by John Mastalir 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 4:52 PM.

Submitted by:

Paul Kunesh, Recording Secretary

A handwritten signature in blue ink, appearing to read "Paul Kunesh", is written over the typed name. The signature is stylized and cursive.

KEWAUNEE COUNTY
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: October 14, 2015 Time: 10:30 AM
Kewaunee County Administration Center, 810 Lincoln St, Kewaunee, WI 54216
Conference Room

Call to Order: The meeting was called to order at 10:36 AM by Chairman Lee Luft

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

Others Present: Scott Feldt, Paul Kunesh, Ross Loining, Gary Paape, Larry Kirchman, Ron Heuer, Steve Hanson, Jeff Wisnicky, Ron Paider, Bob Weidner, Pat Benes, Lynie Vincent, Jamie Annoye, and Sue Weisser

Approve October 14, 2015 Agenda: Motion by Mastalir, second by Tebon to adopt the agenda. Motion carried.

Approve September 29, 2015 Minutes: Motion by Romdenne, second by Mastalir to adopt the September 29, 2015 meeting minutes. Motion carried.

Overtime Report: Scott Feldt presented overtime report on all departments. Larry Kirchman requested that the highway commissioner be asked to put on paper a schedule that would eliminate all Solid Waste overtime, Chairman Luft recommended this be done.

Monthly Financial Report: Paul Kunesh went over the financial report, and said the County is on track. Mr. Kunesh went over line items on August report. Scott Feldt mentioned that each departments expenses should be at around 67% at this point and that most are.

Health Plan Design Changes – Discussion & Approval: Scott Feldt went over paperwork from Horton. Different options were gone over and discussed. Mr. Feldt recommended the finance committee make approval on these. Chairman Luft asked for a motion to approve design changes as shown on attached Exhibit 10. approved by Mastalir, seconded by Haske, motion carried. Chairman Luft asked for a motion to approve option 1 approved by Haske, seconded by Mastalir, motion carried.

Health Insurance Premium – Discussion & Approval: Scott Feldt recommended a 1% rate increase in dental and 10% rate increase in health insurance premiums. Chairman Luft asked what this amount would be per month, Mr. Feldt indicated the amounts would be \$27 for family \$12 for single. Chairman Luft asked for a motion to increase the monthly premiums by an increase of 1% for dental and 10% for health. Mastalir made a motion, Haske seconded. Motion carried.

Lease of County Farmland – Discussion & Approval: Scott Feldt showed letter sent to adjacent property owners and they were told they were given until October 28 at 4:00 PM to reply. Supervisor Kirchman asked why Highway Committee was not given opportunity to have input in this. Mr. Feldt said that there is still time and the highway

committee could have input in it if they would like. Jeff Wisnicky mentioned that the proceeds should go into the road & bridges fund because the property was acquired for Highway purposes.

Scott Feldt recommended that Discussion of budget should be moved to the bottom of agenda due to the fact that it would take longer to go over and there are people present for the public comment portion. Chairman Luft agreed.

Approval of Economic Development Corporation Invoices: Chairman Luft mentioned that the 3 invoices were presented at last meeting and were tabled to be further addressed at this meeting. There was discussion of what the \$10,000.00 to KCEDC was budgeted for and what services the invoices were actually for. Lynie Vincent, Chairman of the KCEDC was available to speak on their behalf. Ron Heuer requested that the full board make this decision instead of just the Finance Committee. Bob Weidner urged the committee to table this again to get more understanding of what these invoices are for. Chairman Luft asked for a motion to return invoices to KCEDC for more in depth info as to what the services were for on the invoices and then take to the full County Board for approval. Approved by Romdenne, seconded by Haske. motion carried.

Public Comment:

Sue Weisser, Town of West Kewaunee, spoke regarding library fees from other Counties. She is in support of changing act 43.12 to have the individuals pay their own fees when they use these libraries. She suggested a County resolution or a note in tax bills educating county residents. Chairman Luft made a motion to prepare a resolution be drafted by Corp. Counsel re: 43.12 and that it be introduced to the full County Board. Approved by Haske, seconded by Mastalir, motion carried. Luft directed administrator to check with treasurer with costs and ability to prepare an insert re: 43.12 to be included in tax envelopes.

Lynie Vincent, Luxemburg, spoke in support of KCEDC and its value to the County. He also asked that the committee attend the Taste of the County to see the value of KCEDC.

Chairman Luft asked for a 5 minute recess at 12:07. Meeting reconvened at 12:14.

Discussion of the 2016 Proposed Budget Scott Feldt informed the committee that he would just touch base on FTE's and specific line items as requested for each department.

Bob Weidner addressed the reduction of 1.0 FTE in law enforcement that was recommended by the administrator. Weidner suggested not filling tourism position until the replacement of the law enforcement position is taken care of. Romdenne thought it was the Sheriffs recommendation to reduce the FTE, Mr. Feldt said it was what was submitted to Admin office to meet 5% reduction that was requested of the department heads & that it was not necessarily what was wanted. Mr. Feldt felt a 2080 schedule vs. 1946 is why he recommended this and feels a change is needed in scheduling. Feldt said he recommended making available the FTE but having it remain vacant until scheduling changes are tried. Chairman Luft asked for a motion to restore the 1.0 FTE positions into the jail division as well as add the \$90,500.00 into wages, Tebon approved, seconded by Romdenne motion carried.

Larry Kirchman addressed the \$706,308.00 that was removed from the road & bridges fund. He explained that the department has been restructured over the last few years. The savings in the road & bridges fund is used to replace equipment when it is needed. He also mentioned the plan to use money from the fund to repair the roads around the area of the Farm Technology Days being held in 2017. He is asking for a decrease in the amount being taken from the fund. Scott Feldt stated that we need to look at the county as a whole and not by department. It is not sustainable but is needed to balance the budget. Mr. Feldt recommended removing \$615,743.00 instead of \$706,308.00 due to the increase in transportation aid by \$90,000.00 that we have since received. Administrator Scott Feldt asked for a motion to reduce the fund application from \$706,308.00 to \$615,743.00 being transferred from the road & bridges fund to the general fund, approved by Romdenne and seconded by Tebon, motion carried.

John Mastalir and Lee Luft asked questions regarding the budget by page number that were answered by either Paul Kunesh or Scott Feldt.

A change was made on page 168 of the budget to correct a typo in the first sentence of an incorrect year, 2011 to 2001.

Chairman Luft asked for Land & Water wages to be increased from \$47,000 to \$52,000.00, Mastalir approved, seconded by Tebon, motion carried.

Chairman Luft asked for an addition of \$10,000.00 to be added to the budget under a promotions line item, Mastalir approved, seconded by Romdenne, motion carried.

Gary Paape asked that \$40,000.00 be given to KCEDC in this budget. Committee discussed but decided to leave at \$30,000.00.

Ron Heuer asked that \$10,000.00 be placed into a Parks & Recreation fund to get new Welcome to Kewaunee County signs made, approved by Tebon, seconded by Haske, motion carried.

Chairman Luft and County Board Chairman Heuer suggested an employee raise increase of 1% to help offset the insurance premium increase. Scott Feldt agreed with the employees deserving an increase, he commented that he didn't add it to the original budget due to lack of funds. He did mention that if they do this with the other increases that were already suggested they are going to need to look for additional revenues. Haske suggested a bonus instead of a wage increase. There was discussion on how to implement the increase. Chairman Luft asked for a motion to increase the budget by \$127,200.00 for a one time wage supplement subject to negotiations of protected employees, approved by Tebon, seconded by Romdenne, motion carried.

Tom Romdenne was concerned with the reduction in the travel line item for UW Extension. He was also concerned with the reduction in the Septic Service Investigation line item for the Zoning department. He was told that these would be contingency items at a later time as it would be something that "may" happen and will be addressed when and if it was needed.

Other Matters as Authorized by Law: Possible future request for budget transfer for the public health department to be addressed at a later date. Register of deeds may have a request for use of redaction fees to be addressed at a later date. There may be a

request coming from the maintenance department for boiler repairs to be addressed at a later date.

Next Meeting: October 20, 2015 at 4:30 P.M. at Administration Center.

Approve Bills for Payment: Motion by Mastalir, second by Haske to approve bills for payment as presented . Motion carried.

Adjournment: Motion by Tebon, second by Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 3:12 PM.

Submitted by:

Jamie Annoye, Recording Secretary

Active Plan

EXHIBIT 10

PPO Deductible \$500 single/\$1,000 Family, Non-PPO Deductible/\$750 single/\$1,000 family; Coinsurance 90% PPO/70% Non-PPO; Deductible/coinsurance/OV Out-of-Pocket Max \$2,500 single/\$5,000 family PPO, \$6,750 single/\$13,500 family Non-PPO; \$25 office visit copayment then ded/coinsurance; urgent care \$25 copayment then ded/coinsurance; \$100 ER copay; inpatient 90% PPO / 70% Non-PPO; Rx \$5/\$20/\$50 (2 x mail order - 90 day supply)

Projected Claims + Admin (Included Initial 3% adjustment for plan changes)	Percent of Change
\$2,955,771	16.37%

Plan Advisor Projected Savings	Humana Carrier Factors
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Plan Change Values @ 83%	Savings	Projected Claims + Admin	Percent of Change
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Option 1 - Move to a \$750/\$1,500 in network Deductible; \$1,500/\$3000 Non-Network Deductible	
Percentage Savings	-3.20%

-2.66%	-\$44,823	\$2,906,466	14.43%
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Option 2 - Move to a \$1,000/\$2,000 in network Deductible; \$2,000/\$4,000 Non-Network Deductible	
Percentage Savings	-5.90%

-4.90%	-\$82,568	\$2,864,946	12.79%
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Option 3 - Increase deductible/coinsurance out-of-pocket limit for PPO to \$3,000 Single/\$6,000 family	
Percentage Savings	-0.50%

-0.42%	-\$7,078	\$2,947,985	16.06%
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Option 4 - Increase urgent care copayment from \$25 to \$75 <i>\$50</i>	
Percentage Savings	-0.80%

-0.66%	-\$11,122	\$2,943,537	15.89%
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Option 5 - Move to a \$750/\$1,500 in network Deductible; \$1,500/\$3,000 Non-Network Deductible; increase deductible/coinsurance out-of-pocket limit for PPO to \$2,750 Single/\$5,500 family	
Percentage Savings	-3.50%

-2.91%	-\$49,036	\$2,901,832	14.25%
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Option 6 - Move to a \$1,000/\$2,000 in network Deductible; \$2,000/\$4,000 Non-Network Deductible; increase deductible/coinsurance out-of-pocket limit for PPO to \$3,000 Single/\$6,000 family	
Percentage Savings	-6.50%

-5.40%	-\$90,993	\$2,855,679	12.43%
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Option 7 - Increase emergency room copayment from \$100 to \$200	
Percentage Savings	-0.90%

-0.75%	-\$12,639	\$2,941,869	15.82%
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Option 8 - Increase emergency room copayment from \$100 to \$250	
Percentage Savings	-1.30%

-1.08%	-\$18,199	\$2,935,752	15.58%
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Option 9 - Change Rx copayments from \$5/\$20/\$50 to \$10/\$25/\$50 (2 times mail order)	
Percentage Savings	-2.20%

-1.83%	-\$30,837	\$2,921,850	15.03%
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Option 10 - Change Rx copayments from \$5/\$20/\$50 to \$10/\$35/\$50 (2 times mail order)	
Percentage Savings	-4.20%

-3.49%	-\$58,809	\$891,081	13.82%
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Option 11 - Office visit subject to deductible; then copayment	
Percentage Savings	-0.56%

-0.46%	-\$7,752	\$2,947,244	16.03%
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Option 12 - Eliminating the fourth quarter deductible carryover	
Percentage Savings	-1.45%

-1.20%	-\$20,222	\$2,933,526	15.49%
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Option 13 - Removal of Morbid Obesity coverage	
Percentage Savings	-2.44%

-2.03%	-\$34,207	\$2,918,143	14.89%
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Scott Feldt - RE: FW: Kewaunee County - 1/1/16 changes

From: Kelly Jagelski <Kelly.Jagelski@thehortongroup.com>
To: "Scott Feldt" <FeldtS@kewauneeco.org>, Peggy Jeanquart <Jeanquap@ke...>
Date: 10/8/2015 12:56 PM
Subject: RE: FW: Kewaunee County - 1/1/16 changes
CC: Brian Dubinski <Brian.Dubinski@thehortongroup.com>

Scott:

Under the current plan, if the employee dies while covered under the Kewaunee County plan, the surviving spouse and any eligible dependent children can continue under the plan until the spouse reaches 65, and the dependent children reach age 27.

Recommendations:

 Option 1 – Upon the death of the employee, the spouse and any eligible dependent children covered at the time of the death, would be eligible for COBRA coverage only (generally 36 months).

There are still a handful of older public sector plans that expand coverage beyond COBRA for the surviving dependents, but for the most part, this is an outdated provision that most plans have eliminated. Even some of the school District plans that have a similar provision, limit it to only those age 55 and older, and benefits are done upon remarriage, or age 65.

Although the surviving dependents would continue to pay the premium equivalent cost, since this is a self funded plan, the County is on the hook for any claim costs that are greater than the premium equivalent rates. In the past, there may not have been options, particularly for those with health conditions. Now with the Federal Exchange, these participants would be eligible for other coverage once COBRA expires.

Option 2 – Upon the death of the employee, the spouse and any eligible dependent children covered at the time of the death would be eligible to continue until the spouse reaches 65 years of age. The dependent child would only be covered until the end of the month they turn 26, or until the spouse reaches age 65, whichever is earlier. If the spouse remarries, the surviving spouse would lose eligibility for the plan, as would the dependent.

This is a less attractive option from Horton's viewpoint, as there would still be substantial liability to the County. It partially reduces the liability to the County by removing the coverage upon remarriage, and limiting the dependents to the age they would have been covered under the medical plan. I am not aware of any plans, public sector or otherwise that allow surviving dependents to continue upon the remarriage of the spouse. As far as the dependent age, we are simply making this consistent with the medical plan, and not allowing the children to continue beyond the date the retiree turns 65. Again, there is coverage available through the exchange.

Option 3 – Upon the death of the employee, the spouse and any eligible dependent children covered at the time of the death would be eligible to continue for up to **five** years, or until the spouse reaches 65 years of age, whichever comes first. The dependent child would only be covered until the end of the month they turn 26, until the spouse reaches age 65, or the end of the five years, whichever is earlier. If the spouse remarries, the surviving spouse would lose eligibility for the plan, as would the dependent. COBRA would run concurrently so it would not be extended beyond the 5 year period. The number of years is arbitrary, but at least this provides a true end date.



KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

Scott Feldt
County Administrator

October 9, 2015

Dear Property Owner,

Kewaunee County is selling a parcel of property that is adjacent to you. To ensure that all property owners have an equal opportunity to purchase the property, Kewaunee County is conducting a sealed bid process for the parcel.

The parcel is 1.216 acres located along County Highway B. The parcel number is 31.0048.152. A plat survey and an aerial GIS photograph are enclosed for your review.

The minimum bid for this parcel is \$3040.00. A bid form is also included.

Bids must be received in a sealed envelope marked "Sealed Bid - County B Parcel" by the County Administrator's office. Bids must be received at the County Administrator's office located at 810 Lincoln Street, Kewaunee, WI 54216 by Wednesday, October 28th at 4:00 p.m. All bids received will be opened shortly after 4:00.

If you have any questions, please contact the Administrator's office at 920-388-7164.

Sincerely,

Scott Feldt
Kewaunee County Administrator

Kewaunee County
810 Lincoln Street
Kewaunee, WI 54216

PHONE (920) 388-7164
FAX (920) 388-7101
WEB SITE <http://www.kewauneeco.org>



Kewaunee County
Ag Land Purchase - Bid Form

Town of: Town of Carlton

Parcels: 31.0048.152

Approximately 1.216 acres of land without buildings.

Minimum bid of \$3040.00

I _____ of _____ hereby place a
(your name/business name) (your address)

bid of \$ _____ for the 1.216 acre property in the town of Carlton.

Signed: _____ Dated: _____
(your signature)

Please mail this form to County Administrator, 810 Lincoln Street, Kewaunee, WI 54216, in a sealed envelope stating "**Sealed Bid – County B Parcel**". If you have any questions, please contact the County Administrator's Office at 920-388-7164.