

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: January 20, 2016 Time: 5:30 PM

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

Call to Order: The meeting was called to order at 5:30 PM 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

Approve January 20, 2016 Agenda: Motion by Ken Tebon, second by Tom Romdenne to adopt the agenda. Motion carried.

Approve January 8, 2016 Minutes: Motion by Virginia Haske, second by John Mastalir to adopt the minutes. Motion carried.

Budget Transfer Request – Clerk of Circuit Court: Motion by Virginia Haske, second by Ken Tebon to approve the transfer. Motion carried.

Discussion and possible action – Sheriff’s department records management software upgrade: The Sheriff’s department is requesting a replacement of the server used for the Spillman Records Management System with a cost estimated at \$33,936. Lee Luft handed out a list of information the committee should have when departments request unbudgeted funds. The committee requested additional information from the Sheriff and Administration before moving forward.

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 Ken Tebon to approve the Supplementary and County Board payroll. Motion carried.

Other Matters as Authorized by Law: Committee questions about Solid Waste volume & expenses from the last meeting were discussed. Net tons collected in 2015 are just under 30,000. The break even volume would be approximately 25,500 tons.

Adjournment: Motion by Virginia Haske, second by Tom Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 5:56PM.

Submitted by:   
Paul Kunesh, Recording Secretary

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: January 8, 2016 Time: 10:00 AM

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

Call to Order: The meeting was called to order at 10:00 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, Jeff Wisnicky, Ron Heuer

Approve January 08, 2016 Agenda: Motion by Tom Romdenne, second by Virginia Haske to adopt the agenda. Motion carried.

Approve December 15, 2015 Minutes: Motion by John Mastalir, second by Virginia Haske to adopt the minutes. Motion carried.

Overtime Report: Scott Feldt reviewed the 2015 overtime report. Highway is down due to low snowfall, Jail & Human Services are up due to vacancies & the transition to Family Care. Human Services overtime & positions were discussed.

Monthly Financial Report: November statements were reviewed. No new items or exceptions to be reported. Anticipated activity for December through the year-end audit including year-end adjustments was reviewed.

Variable Costs-Kewaunee County Fairgrounds Race Track: Paul Kunesh presented a report of estimated costs at the fairgrounds related to racing. The committee discussed the report and potential promoters and possible other revenue sources for the fairgrounds.

Courthouse Boiler Replacement Cost: An October 2015 motion authorized spending up to \$8000 and looking for insurance reimbursement. The actual invoice is \$9199.19 and there is no insurance reimbursement available. Motion by John Mastalir, second by Virginia Haske to pay the boiler replacement invoice in its entirety. Motion carried.

Discussion Items: 1) Other Revenue Sources 2) Capital Projects 3) cost savings:  
Scott Feldt reviewed existing budget issues that will need to be resolved: Fund Balance over \$600,000 was used for the Highway Roads & Bridges fund for the 2016 budget, a need for some salary and wage increases, and how to fund future health insurance premium increases. Other Revenue Source options: A) Taxes: Sales Tax-available, Wheel Tax-available, Premier Resort Tax-available but an area would need to be defined & created, Room Tax- for cities only, Expo District Tax-Kewaunee County does not meet the requirements. B) Fees: Fees must be directly related to the service charged for. C) Levy limit increase-a referendum is needed. Cost Savings Options: Volunteers could provide needed services that the County currently pays for.

Lee Luft is inviting local officials to future Finance Committee meetings to discuss the above items. The committee requested information for volunteer opportunities and potential cost savings, updated Solid Waste volume & expenses, and a range of the expected revenue shortfall in upcoming budgets.

Public Comment: None

Next Meetings: February 12 at 9AM and March 11 at 9AM

Approve Bills for Payment: Motion by Ken Tebon second by Virginia Haske to approve the bills as presented. Motion carried.

Adjournment: Motion by Ken Tebon, second by Virginia Haske to adjourn the meeting. Motion carried. Meeting adjourned at 11:48 AM.

Submitted by:

Paul Kunesh, Recording Secretary

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