

Kewaunee County
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: Wednesday, August 10, 2016

Time: 4:30 PM

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

Location: Conference Room

Call to Order: The meeting was called to order at 4:30 pm by Chair Lee Luft.

Roll Call: Finance Committee members present were Lee Luft, Chris Rasmussen, John Mastalir, Tom Romdenne, & Virginia Haske

Others Present: Scott Feldt, Paul Kunesh, Michelle Dax, Matt Joski, Ross Loining, Larry Kirchman, Linda Sinkula, Kaye Shillin, Gary Paape, Donna Thomas, Mary Ellen Dobbins, Jennifer Schneider, Dave Myers, Bob Weidner, Todd Every, Dan Mongoven, Becky Deterville, Linda Teske, John Pabich, Don Cochart, Lynn Malfroid.

Approve Agenda: Motion by John Mastalir, second by Chris Rasmussen to adopt the August 10, 2016 agenda. Motion carried unanimously.

Approve Minutes: No meeting minutes from the August 2, 2016 were presented. Approval will be deferred to the next meeting.

Overtime Report: Scott Feldt presented the overtime report. It was reported that the overtime is higher in Sheriff and Jail than original budget. The overtime figure in the budget was purposely low and unattainable. The department has a started a new schedule. Scott applauded Sheriff and his department for working to keep this figure down.

Monthly Financial Report: Paul presented the financial report through June 2016.

Quarterly Report: Michelle presented the cash and investment summary as of June 30, 2016 for her quarterly report.

Approve Stop Loss Premium for 2016/2017: Dan Mongoven from the Horton Group outlined the recommendations regarding the stop loss contract from 6-1-16 thru 5-31-17, change the PPO network from Choice Care to National Point of Service effective August 1, 2016, and to implement telemedicine. Virginia Haske made a motion to approve the recommendations as presented. Tom Romdenne seconded the motion. Motion carried unanimously.

Approval of Recommendation of Website Developer: Ross Loining gave background regarding the county website. Jennifer Schneider explained the options that she had researched. After the presentation, the committee discussed what direction it would like to go. John Mastalir made a motion to go with DMI Studios for two separate websites (one for tourism and one for Kewaunee County) that will work together. Virginia Haske seconded the motion. Motion carried unanimously.

Approve Resolution to Approve Transfer of Funds for Highway Bridge Engineering: Todd Every stated that they are beginning to incur expenses for projects slated for 2018 & 2019 – estimated costs are \$80,000. The finance director and highway committee requested that the 2016 budget be amended to show this. From the accounting standpoint, this will allow him to take the money out of the account as the expenses are incurred. Roads and bridges have the money to do this. Tom

Romdenne made a motion to amend the 2016 budget to transfer \$80,000 from the roads and bridges fund to the bridges expense account. Second by John Mastalir. Motion carried unanimously.

Approve Acceptance of \$50,000 DOA Strategic Initiative Grant Funds: As part of the statewide parcel mapping initiative, all counties are now required to have their parcel lines snapped to their GPS monument locations. Kewaunee County has met the requirements to receive a \$50,000 grant from the DOA. There will be zero impact on the tax levy. A motion was made by Virginia Haske to accept the grant funds and make the adjustment to LIO budget. Chris Rasmussen seconded the motion. Motion carried unanimously.

Approve Budget Amendment: \$6,0000 for Computer & Monitor Replacement: With the savings in benefit and wages by not filling program assistant position right away, funds are available to replace the eight year old computers and monitors in the UW Extension office. Virginia Haske made a motion to approve the budget amendment. Tom Romdenne seconded the motion. Motion carried unanimously.

Approve Budget Request: \$9,900 for Equipment to Construct Interoperability Channel: The interoperability channel ensures critical communication between Kewaunee County and neighboring county departments entering Kewaunee County. The Sheriff stated that he anticipates to have savings in several line items to cover the cost. Motion was made by Chris Rasmussen to pay for this within the Sheriff's Department budget. Tom Romdenne seconded the motion. Motion carried unanimously.

Approve Budget Request: \$9,200 for Replacement of Courtroom Audio-Visual Equipment: No action needed on this request. Ross Loining found a replacement unit for \$3600.

Final Recommendations Regarding Sales Tax and Fee Implementation to Full County Board: As a review, at the last meeting it was decided to recommend the County Board to vote on enacting a ½% sales tax.

A motion had also passed to direct the County Administrator to evaluate both animal waste storage & agriculture land inspection fee amounts, not to exceed the cost of the service as part of the 2017 budget. This will not go to county board at the August meeting. Scott will get input from land and water and come back with recommendations for the fee schedule and what revenues will be generated.

Approval of Bills: Motion by Tom Romdenne, second by John Mastalir to approve the bills as presented. Motion carried unanimously.

Next Finance Committee Meetings: Sept 8th at 8:00 am, October 13th at 8:00 am
November 10th at 8 am

Public Comment:

Lynn Malfroid gave suggestions for possible cost savings involving the land fill, Bruemmer County Park, health insurance, employees and ATV trails.

Adjournment: Motion made by Tom Romdenne, second by Chris Rasmussen to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:13 pm.

Submitted by:


Michelle Dax, Recording Secretary

Kewaunee County
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: August 2, 2016 Time: 4:30 PM

Kewaunee County Administration Center, 810 Lincoln St, Kewaunee, WI 54216
Committee Room (moved to the County Board Room for more space)

Call to Order: The meeting was called to order at 4:36 PM by Chairman Lee Luft

Roll Call: Members present: Lee Luft, John Mastalir, Tom Romdenne, Virginia Haske, Chris Rasmussen.

Others present: Scott Feldt, Paul Kunesh, Sue Weisser, Bill Iwen, Matt Joski, Larry Kirchman, Mary Ellen Dobbins, Dave Myer, Robert Weidner, Kay Shillin

Approve the Agenda: Motion by Virginia Haske, second by Tom Romdenne to adopt the August 2, 2016 agenda. Motion carried.

Approve Minutes: Motion by Virginia Haske, second by Tom Romdenne to adopt the July 7, 2016 Finance Committee minutes. Motion carried.

Review Suggested Cost Savings Budget Initiatives: The committee listed and discussed ideas & proposals collected since the last meeting that include: require the use of County owned vehicles vs paying mileage to employees, payment of mileage for board and committee members to & from meetings, teleconferencing options for committee and other meetings, review the number of board members and per diem paid, out of County library usage, increasing employee health insurance contributions, continue refinancing efforts, energy audits for County facilities, and reduction of the number of employees. Chairman Luft requested a list of services the County is mandated to provide. Health insurance is the single largest expenditure issue over the last several years, and changes to the network are in progress. Discussion about assessment differences and assessment value of farmland.

Review Revenue Enhancements such as Fees for Service: The committee discussed the merit of selling unused land. Potential fees discussed include:

ATV Park fee—discussion was about the costs of maintaining & managing the park and how to determine a fee, ATV club could possibly collect, contact club to see if there support of collection of fees to help maintain the park, fee could be split with the club. Motion by Virginia Haske, second by John Mastalir to direct Promotion & Recreation and the County Administrator contact the ATV club to discuss collection of voluntary donations to maintain and manage the ATV Park. Motion carried.

Animal waste storage unit inspection fee—A fee to look at storage & spreading of Manure with the fee being based on the size of the storage facility. Agricultural land inspection fees—A farmland walkover is currently needed every 3 years to continue Farmland Preservation program. This fee & walkover could apply to some or all County farmland. Cost of providing the storage inspections and the walkover is a large part of the Land Conservation department. Motion by Virginia Haske, second by John Mastalir to direct the County Administrator evaluate both animal waste storage & agriculture land inspection fee amounts, not to exceed the cost of the service, as part of the 2017 budget. Discussion followed. Motion passed 5-0.

Private Well Registration & Inspection Fee—Approximately 10% of wells have been tested. This fee could provide routine and periodic testing of all wells in the county. Frequency of testing and cost was discussed. More information is requested prior to moving forward. Information requested includes: What is the fee to be used for & what service is being provided? Can the county require the inspection and or replacement of wells? Additional information should focus on condition of well & attach a cost & fee. The County Administrator will come back with more information.

Manure spill response fees – currently no charge by County for responding. The DNR is not always able to respond. Definition of a spill and minimum amounts were questioned. More information was requested.

Winter Spreading Ordinance fee increase-existing fine for the first offence is \$250-500, and second fine is doubled, etc. There have been several warnings & citations to mostly repeat offenders. This ordinance is relatively new and the Committee decided this should be reviewed in another year and with input from the Land & Water committee.

Review Sales Tax or Other Tax Proposals: The committee discussed the questions: should the committee recommend a sales tax? At this time? By County Board vote or referendum? Discussion followed.

Finalize Recommendations for 2017 Budget Process:

Motion by Chris Rasmussen to require a sales tax be implemented only by referendum. There was no second.

Motion by Virginia Haske, second by John Mastalir to recommend the County Board to vote on enacting a ½% sales tax, with the amount received in excess of the budget shortfall placed in the General Fund balance and not spent on additional expenditures, and recommend that it have a sunset provision after 5 years. Roll call vote: Luft, Mastalir, Romdenne, Haske, voted Yes, Rasmussen voted No. Motion passed 4-1.

Next Meetings:

Wednesday August 10 4:30.

Public Comment:

Sue Weisser spoke about tax levy & fund balance and social security increases, health insurance premiums, mandated services, CAFO fees, and out of county library fees.

Bill Iwen spoke about high capacity well fees, CAFOs, cutting expenditures related to town & county offices.

Adjournment: Motion by Tom Romdenne, second by John Mastalir to adjourn the meeting. Motion carried. Meeting adjourned at 7:39 PM.

Submitted by:

Paul Kunesh, Recording Secretary