



**Kewaunee County
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING
AGENDA**

March 3, 2023 8:00 a.m.

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

1. Call to Order
2. Roll Call
3. Approval of March 3, 2023 Finance Agenda
4. Approval of February 14, 2023 Finance Committee Minutes
5. Public Comment
6. Monthly Administrative Report
 - a. Monthly Financial Report – January 2023
 - b. Medical/Dental/Large Claimant Financial Report – January 2023
 - c. Overtime Report – February 2023
7. Approval of Purchase - Small Forklift – Highway Dept.
8. Approval of Purchase - ½ ton pickup truck & ¾ ton pickup truck – Highway Dept.
9. Review Vendor Payments – January 2023
10. Approval of Supplemental Payroll
11. Such Other Matters as Authorized by Law
12. Next Meeting: April 6, 2023
13. Adjournment

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Once you are on the homepage, on the left hand side, click on *Committee Meetings – LIVE*
Then click on the link for the meeting you want to watch**

The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to do so.
Persons with disabilities needing special accommodations to attend or participate should contact the County Administrator's Office at (920) 388-7164
prior to the meeting so that accommodations may be arranged.

**KEWAUNEE COUNTY
FINANCE & PUBLIC PROPERTY COMMITTEE - MEETING MINUTES**

Date: February 14, 2023 Time: 4:30 PM

Location: Administration Center – Conference Room

Call to order: The meeting was called to order at 4:30 PM by Chairman Romdenne

Roll call: Members present: John Mastalir, Virginia Haske, Tom Romdenne, Jeffrey Vollenweider, Steven Agamaite. Others present: Scott Feldt, Paul Kunesh, David DePeau.

Approve the agenda: Motion by Haske second by Agamaite to adopt the agenda. Motion carried.

Approve minutes: Motion by Haske second by Agamaite to approve the 02/03/2023 Finance Committee minutes. Motion carried.

Public Comment: None

Approval of Contract for GIS Services-Bay Lakes Regional Planning: With our Helpdesk/GIS position being vacant we have a need for some GIS services in 2023. Bay Lakes Regional is able to provide those services at a lower cost than our current GIS consultant. Our GIS Coordinator is also training to perform these functions and may be able to bring back in-house at some point. The County is still saving as compared to hiring a Land Information Director. Motion by Vollenweider second by Mastalir to recommend the Board approve the contract for GIS services with Bay Lakes Regional Planning. After further discussion it was determined Board approval was not needed. Vollenweider amended his motion second by Mastalir to approve the contract for GIS services with Bay Lakes Regional Planning. Motion carried.

Approval of Winter Park Agreement: Winter Park Association signed the agreement for the current season last week. Promotion & Recreation Committee approved it at the last meeting. The agreement had three revisions from previous versions that were determined to have little to no effect on the agreement for the current season. Discussions for a longer-term contract will begin once the season is over. The ski hill opened this last weekend. Motion by Vollenweider second by Agamaite to approve the agreement with Winter Park Association as submitted. Motion carried.

Such other matters as authorized by law: None.

Next finance committee meeting: Friday March 3rd 8:00AM
Thursday April 6th at 9AM at Highway Shop

Adjournment: Motion by Mastalir second by Haske to adjourn the meeting. Motion carried. Meeting adjourned at 4:50 PM.

Kewaunee County
SUMMARY BY DEPARTMENT

Revenue & Expenditures

Year:

2023

Month:

January

Benchmark
6.52%

Payroll:
3.85%

	2023 January ACTUAL	2023 YTD ACTUAL	2022 YTD ACTUAL	2023 Budget REVISED	Remaining Budget	YTD Budget % *
COUNTY ADMINISTRATOR						
Other Revenue	0	0	0	0	0	-
Total Expenditures	20,393	20,393	52,276	389,030	368,637	5.24%
	20,393	20,393	52,276	389,030	368,637	
ADMIN-HR & INSURANCE						
Other Revenue	0	0	0	(3,000)	(3,000)	0.00%
Total Expenditures	78,598	78,598	153,747	227,000	148,402	34.62%
	78,598	78,598	153,747	224,000	145,402	
CHILD SUPPORT						
Other Revenue	0	0	0	(280,000)	(280,000)	0.00%
Total Expenditures	15,653	15,653	15,612	267,406	251,753	5.85%
	15,653	15,653	15,612	(12,594)	(28,247)	
CIRCUIT COURT						
Other Revenue	0	0	(26,137)	(52,275)	(52,275)	0.00%
Total Expenditures	6,260	6,260	7,206	89,990	83,730	6.96%
	6,260	6,260	(18,931)	37,715	31,455	
CLERK OF CIRCUIT COURT						
Other Revenue	0	0	(4,375)	(163,400)	(163,400)	0.00%
Total Expenditures	16,041	16,041	13,363	337,837	321,796	4.75%
	16,041	16,041	8,988	174,437	158,396	
CORONER						
Other Revenue	0	0	0	(12,800)	(12,800)	0.00%
Total Expenditures	1,825	1,825	1,257	35,594	33,769	5.13%
	1,825	1,825	1,257	22,794	20,969	
CORPORATION COUNSEL						
Other Revenue	0	0	0	(16,500)	(16,500)	0.00%
Total Expenditures	12,742	12,742	4,939	175,689	162,947	7.25%
	12,742	12,742	4,939	159,189	146,447	
COUNTY BOARD						
Other Revenue	0	0	0	0	0	-
Total Expenditures	24,352	24,352	23,913	127,134	102,782	19.15%
	24,352	24,352	23,913	127,134	102,782	
COUNTY CLERK						
Other Revenue	(2,609)	(2,609)	(5,717)	(19,626)	(17,017)	13.29%
Total Expenditures	11,260	11,260	10,879	199,836	188,576	5.63%
	8,651	8,651	5,162	180,210	171,559	
DISTRICT ATTORNEY						
Other Revenue	(20)	(20)	(50)	(31,000)	(30,980)	0.06%
Total Expenditures	8,632	8,632	8,604	175,671	167,039	4.91%
	8,612	8,612	8,554	144,671	136,059	
EMERGENCY MANAGEMENT						
Other Revenue	0	0	11,671	(220,888)	(220,888)	0.00%
Transfers IN & from FB	0	0	0	0	0	
Total Expenditures	22,264	22,264	14,430	321,012	298,748	6.94%
	22,264	22,264	26,101	100,124	77,860	
FAMILY COURT COMMISSIONER						
Other Revenue	(60)	(60)	(60)	(5,000)	(4,940)	1.20%
Total Expenditures	5,712	5,712	5,526	77,999	72,287	7.32%
	5,652	5,652	5,466	72,999	67,347	
FINANCE DEPARTMENT						
Other Revenue	0	0	0	0	0	-
Total Expenditures	21,197	21,197	20,951	383,406	362,209	5.53%
	21,197	21,197	20,951	383,406	362,209	

Kewaunee County
SUMMARY BY DEPARTMENT
Revenue & Expenditures

Year: **2023**
 Month: **January**

Benchmark
 6.52%

Payroll:
 3.85%

	2023 January ACTUAL	2023 YTD ACTUAL	2022 YTD ACTUAL	2023 Budget REVISED	Remaining Budget	YTD Budget %
COUNTY ROADS & BRIDGES FUND						
Tax Levy	(2,864,621)	(2,864,621)	(2,669,289)	(2,864,621)	0	100.00%
Other Revenue	(201,223)	(201,223)	(188,916)	(1,051,811)	(850,588)	19.13%
Transfers IN & from FB	0	0	0	(7,152)	(7,152)	
Total Expenditures	206,283	206,283	219,743	3,923,584	3,717,301	5.26%
Transfers OUT & to FB	0	0	0	0	0	
	(2,859,562)	(2,859,562)	(2,638,462)	0	2,859,562	
HIGHWAY INTERNAL SERV FUND						
Other Revenue	(319,731)	(319,731)	(398,202)	(5,616,928)	(5,297,197)	5.69%
Transfers IN & from FB	0	0	0	0	0	
Total Expenditures	441,147	441,147	356,518	5,616,928	5,175,781	7.86%
Transfers OUT & to FB	0	0	0	0	0	
	121,416	121,416	(41,684)	0	(121,416)	
HSD SUMMARY						
Tax Levy	(1,019,907)	(1,019,907)	(1,032,946)	(1,019,907)	0	100.00%
Other Revenue	(3,229)	(3,229)	48,667	(5,579,052)	(5,575,823)	0.06%
Transfers IN & from FB	0	0	0	(142,412)	(142,412)	
Total Expenditures	144,964	144,964	147,839	6,741,371	6,596,407	2.15%
Transfers OUT & to FB	0	0	0	0	0	
	(878,172)	(878,172)	(836,540)	0	878,172	
AGING DISABILITY RSRCE CNTR						
Tax Levy	(92,500)	(92,500)	(92,500)	(92,500)	0	100.00%
Other Revenue	0	0	0	0	0	
Transfers IN & from FB	0	0	0	0	0	
Total Expenditures	0	0	(88,955)	92,500	92,500	0.00%
Transfers OUT & to FB	0	0	0	0	0	
	(92,500)	(92,500)	(181,455)	0	92,500	
INFORMATION SERVICES						
Tax Levy	(6,000)	(6,000)	(6,000)	(6,000)	0	100.00%
Other Revenue	0	0	0	(12,000)	(12,000)	0.00%
Transfers IN & from FB	0	0	0	0	0	
Total Expenditures	19,576	19,576	18,417	318,416	298,840	6.15%
Transfers OUT & to FB	0	0	0	0	0	
	13,576	13,576	12,417	300,416	286,840	
LAND CONSERVATION FUND						
Tax Levy	(184,983)	(184,983)	(359,080)	(184,983)	0	100.00%
Other Revenue	(18,661)	(18,661)	(6,511)	(387,387)	(368,726)	4.82%
Transfers IN & from FB	0	0	0	0	0	
Total Expenditures	36,787	36,787	38,404	572,370	535,583	6.43%
Transfers OUT & to FB	0	0	0	0	0	
	(166,857)	(166,857)	(327,167)	0	166,857	
LAND INFORMATION OFFICE						
Tax Levy	(60,919)	(60,919)	(65,788)	(60,919)	0	100.00%
Other Revenue	(1,376)	(1,376)	(2,364)	(146,100)	(144,724)	0.94%
Transfers IN & from FB	0	0	0	0	0	
Total Expenditures	13,293	13,293	20,768	207,019	193,726	6.42%
Transfers OUT & to FB	0	0	0	0	0	
	(49,002)	(49,002)	(47,384)	0	49,002	
MAINTENANCE						
Other Revenue	(273)	(273)	(28)	(5,000)	(4,727)	5.46%
Transfers IN & from FB	0	0	0	0	0	
Total Expenditures	22,987	22,987	23,148	511,873	488,887	4.49%
Transfers OUT & to FB	0	0	0	2,500	2,500	
	22,713	22,713	23,121	509,373	486,660	

Kewaunee County
SUMMARY BY DEPARTMENT
Revenue & Expenditures

Year: **2023**
 Month: **January**

Benchmark
 6.52%

Payroll:
 3.85%

	2023 January ACTUAL	2023 YTD ACTUAL	2022 YTD ACTUAL	2023 Budget REVISED	Remaining Budget	YTD Budget % *
PROMOTION & RECREATION						
Other Revenue	(37,742)	(37,742)	(3,601)	(452,374)	(414,632)	8.34%
Transfers IN & from FB	0	0	0	(114,056)	(114,055)	
Total Expenditures	26,099	26,099	27,408	1,066,512	1,040,413	2.45%
Transfers OUT & to FB	0	0	0	0	0	
	(11,643)	(11,643)	23,808	500,083	511,726	
PUBLIC HEALTH						
Tax Levy	(4,500)	(4,500)	(5,250)	(4,500)	0	100.00%
Other Revenue	(262)	(262)	37,688	(419,134)	(418,872)	0.06%
Transfers IN & from FB	0	0	0	0	0	
Total Expenditures	26,645	26,645	30,216	611,329	584,684	4.36%
Transfers OUT & to FB	0	0	0	0	0	
	21,883	21,883	62,654	187,695	165,812	
REGISTER IN PROBATE						
Other Revenue	0	0	0	(44,500)	(44,500)	0.00%
Total Expenditures	12,067	12,067	12,542	247,204	235,137	4.88%
	12,067	12,067	12,542	202,704	190,637	
REGISTER OF DEEDS						
Other Revenue	(7,155)	(7,155)	(12,203)	(180,000)	(172,845)	3.98%
Total Expenditures	23,444	23,444	23,247	206,908	183,464	11.33%
	16,289	16,289	11,044	26,908	10,619	
SHERIFF						
Other Revenue	(927)	(927)	(8,642)	(292,301)	(291,374)	0.32%
Transfers IN & from FB	0	0	0	0	0	
Total Expenditures	214,584	214,584	231,209	4,959,422	4,744,984	4.33%
Transfers OUT & to FB	0	0	0	0	0	
	213,657	213,657	222,566	4,667,121	4,453,610	
SOLID WASTE FUND						
Other Revenue	(7,041)	(7,041)	56,492	(79,687)	(72,646)	8.84%
Transfers IN & from FB	0	0	0	0	0	
Total Expenditures	8,171	8,171	8,045	79,687	71,516	10.25%
Transfers OUT & to FB	0	0	0	0	0	
	1,130	1,130	64,537	0	(1,130)	
COUNTY TREASURER						
Other Revenue	(55,375)	(55,375)	49,380	(294,999)	(239,624)	18.77%
Total Expenditures	13,286	13,286	13,282	208,096	194,810	6.38%
	(42,089)	(42,089)	62,662	(86,903)	(44,814)	
UNIVERSITY EXTENSION						
Other Revenue	(181)	(181)	(2,058)	(7,700)	(7,519)	2.35%
Total Expenditures	7,260	7,260	6,664	232,077	224,817	3.13%
Transfers OUT & to FB	0	0	0	0	0	
	7,079	7,079	4,606	224,377	217,298	
VETERAN SERVICE OFFICE						
Tax Levy	(4,869)	(4,869)	(4,869)	(4,869)	0	100.00%
Other Revenue	(100)	(100)	(100)	(11,800)	(11,700)	0.85%
Total Expenditures	23,832	23,832	12,831	165,798	141,966	14.37%
	18,863	18,863	7,862	149,129	130,266	
NON-DEPARTMENT						
Tax Levy	(7,537,586)	(7,537,586)	(7,119,911)	(7,537,566)	0	100.00%
Other Revenue	(32)	(32)	(1,985,184)	(2,727,345)	(2,727,313)	0.00%
Transfers IN & from FB	0	0	0	(140,000)	(140,000)	
Total Expenditures	0	0	40,000	918,168	918,168	0.00%
Transfers OUT & to FB	0	0	0	802,725	802,725	
	(7,537,598)	(7,537,598)	(9,065,095)	(8,684,018)	(1,146,420)	

Kewaunee County
SUMMARY BY DEPARTMENT

Revenue & Expenditures

Year: **2023**
 Month: **January**

Benchmark
 6.52%

Payroll:
 3.85%

	2023 January ACTUAL	2023 YTD ACTUAL	2022 YTD ACTUAL	2023 Budget REVISED	Remaining Budget	YTD Budget %
DEBT SERVICE FUND						
Tax Levy	(1,803,847)	(1,803,847)	(1,520,756)	(1,803,847)	0	100.00%
Other Revenue	0	0	0	0	0	-
Transfers IN & from FB	0	0	0	0	0	-
Total Expenditures	0	0	0	1,803,847	1,803,847	0.00%
Transfers OUT & to FB	0	0	0	0	0	-
	(1,803,847)	(1,803,847)	(1,520,756)	0	1,803,847	
ECONOMIC DEVELOPMENT FUND						
Other Revenue	0	0	0	(593,918)	(593,918)	0.00%
Transfers IN & from FB	0	0	0	0	0	-
Total Expenditures	0	0	0	0	0	-
Transfers OUT & to FB	0	0	0	593,918	593,918	-
	0	0	0	0	0	
CAPITAL IMPROVEMENT FUND						
Tax Levy	0	0	0	0	0	-
Transfers IN & from FB	0	0	0	0	0	-
Total Expenditures	0	0	0	0	0	-
Transfers OUT & to FB	0	0	0	0	0	-
	0	0	0	0	0	
NEW JAIL CAPITAL PROJ FUND						
Other Revenue	0	0	0	0	0	-
Transfers IN & from FB	0	0	0	0	0	-
Total Expenditures	0	0	0	0	0	-
Transfers OUT & to FB	0	0	0	0	0	-
	0	0	0	0	0	
REVOLVING LOAN FUND						
Other Revenue	(1,215)	(1,215)	(6,204)			
Total Expenditures	0	0	9,437			
Transfers OUT & to FB	0	0	0			
	(1,215)	(1,215)	3,233			
BUSINESS DEVELOPMENT LOAN PGM						
Other Revenue	(152)	(152)	(152)	(1,819)	(1,667)	8.34%
Transfers IN & from FB	0	0	0	0	0	-
Total Expenditures	0	0	0	0	0	-
Transfers OUT & to FB	0	0	0	1,819		-
	(152)	(152)	(152)	0	(1,667)	
HEALTH SELF INSURANCE FUND						
Other Revenue	(237,437)	(237,437)	(268,975)			
Total Expenditures	306,292	306,292	252,600			
	68,855	68,855	(16,375)			
DENTAL SELF INSURANCE FUND						
Other Revenue	(13,199)	(13,199)	(13,569)			
Total Expenditures	12,368	12,368	16,093			
	(831)	(831)	2,525			
Grand Total	(12,683,698)	(12,683,698)	(13,853,478)	0	12,748,834	

Tax Levy	(13,578,712)	(13,579,712)	(12,876,389)	(13,579,712)	0	100.00%
Other Revenue	(907,899)	(907,899)	(2,729,248)	(18,708,344)	(18,062,196)	4.86%
Transfers IN & from FB	0	0	0	(403,619)	(403,619)	0.00%
Total Expenditures	1,804,014	1,804,014	1,752,160	31,290,713	29,805,505	5.77%
Transfers OUT & to FB	0	0	0	1,400,962	1,399,143	0.00%
	(12,683,698)	(12,683,698)	(13,853,478)	0	12,748,834	
proof	0.00	0.00	0.00	0.00	0.00	

Kewaunee County

Medical Loss Ratio Report - 01/2023 - 12/31/2023

Month	Enrollment			Fixed Costs			Paid Claims			Total Cost/Premium Equivalent		
	Employee	Family	Medical Admin.	Specifc Spec	Stop Loss Premium	Medical Claims	Fix. Claims	Claims over Specific	Total Net Claims	Net Plan Cost (Expenses + Net Claim)	Total Premium Equivalent	% of Premium Equivalent
Jan 2023	32	63	\$7,808	\$75,942	\$1,418	\$132,622	\$24,631	\$6,770	\$150,382	\$235,650	\$247,748	95.06%
Feb 2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Mar 2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Apr 2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
May 2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Jun 2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Jul 2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Aug 2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Sep 2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Oct 2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Nov 2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Dec 2023	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Total	32	63	\$7,808	\$75,942	\$1,418	\$132,622	\$24,631	\$6,770	\$150,382	\$235,650	\$247,748	95.06%

Estimated Reserve Change Monthly	Total Expenses											
	January	February	March	April	May	June	July	August	September	October	November	December
YTD	\$12,197.28											

2023 Stop Loss Premium and Fees	2023 Premium Equivalent Rates	
	Stop Loss	Stop Loss Ratio
Single Family	\$67.00	84.30%
Aggregate	\$383.45	84.37%
High Net Worth	\$12.33	93.61%
High Net Worth	\$898.02	103.68%
High Net Worth	\$497.58	103.68%
High Net Worth	\$2,004.76	103.68%
High Net Worth	\$2,381.70	103.68%

*Claims over specific are based on actual amounts received and date received from stop loss carrier.

2023 Loss Ratio: 84.30%

2023 Loss Ratio: 84.37%

2023 Loss Ratio: 93.61%

2023 Loss Ratio: 103.68%

2023 Loss Ratio: 103.68%

2023 Loss Ratio: 103.68%

2023 Loss Ratio: 103.68%



Kewaunee County

Dental Loss Ratio Report - 1/1/2023 - 12/31/2023

Month	Enrollment		Fixed Costs		Humana Paid Claims	Total Cost/Premium Equivalent		Percent of Premium Equivalent	
	Single	Family	Dental Admin*	Total Plan Cost (Expenses + Claims)		Total Premium Equivalent	% of Prem Equivalent		
Jan 2023	55	76						93.23%	
Feb 2023			\$711	\$11,660	\$12,371	\$0	\$0	#DIV/0!	
Mar 2023						\$0	\$0	#DIV/0!	
Apr 2023						\$0	\$0	#DIV/0!	
May 2023						\$0	\$0	#DIV/0!	
Jun 2023						\$0	\$0	#DIV/0!	
Jul 2023						\$0	\$0	#DIV/0!	
Aug 2023						\$0	\$0	#DIV/0!	
Sep 2023						\$0	\$0	#DIV/0!	
Oct 2023						\$0	\$0	#DIV/0!	
Nov 2023						\$0	\$0	#DIV/0!	
Dec 2023						\$0	\$0	#DIV/0!	
Total	55	76	\$711	\$11,660	\$12,371	\$13,270	\$13,270	93.23%	
Total Enrollment					131	Total Plan Cost (Expenses + Claims)		\$12,371	% of Prem Equivalent
								\$13,270	93.23%

Estimated Reserve Change	January	February	March	April	May	June	July	August	September	October	November	December
Monthly	\$698.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
YTD	\$698.89	\$698.89	\$698.89	\$698.89	\$698.89	\$698.89	\$698.89	\$698.89	\$698.89	\$698.89	\$698.89	\$698.89

Current Year Premium and Fees	Administrative Fees 2023
Single	\$3.05
Family	\$7.15

* Administrative fees pulled from Humana reports.

2023 Loss Ratio
103.10%

2022 Loss Ratio
97.45%

2021 Loss Ratio
92.55%

2020 Loss Ratio
105.09%

2019 Loss Ratio
93.06%

2018 Loss Ratio
97.56%



**Kewaunee County
Overtime**

February

Fund	L20	L30	L40	Account Description	2023 REVISED BUDGET	2023 ACTUAL PER	2023 ACTUAL YTD	2022 ACTUAL YTD	2022 ACTUAL Year End	2021 ACTUAL Year End
100	51220 *		122	CLERK OF CIRCUIT COURT	0.00	0.00	0.00	182.39	925.83	0.00
100	51230 *		122	REGISTER IN PROBATE	0.00	0.00	0.00	0.00	0.00	0.00
100	51420 *		122	COUNTY CLERK	0.00	0.00	0.00	0.00	183.23	0.00
100	51511 *		122	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00
100	52100 *		122	SHERIFF	70,000.00	3,805.82	9,882.37	8,298.27	104,702.59	90,450.76
100	52102 *		122	JAIL DIVISION	51,418.00	475.19	3,177.56	8,910.57	56,451.52	40,799.94
100	54000.1 *		122	PUBLIC HEALTH DEPT	0.00	102.95	102.95	251.02	879.68	4,336.06
100	55620 *		122	UNIVERSITY EXTENSION	0.00	0.00	0.00	0.00	0.00	0.00
100	55200 *		122	COUNTY PARKS	1,000.00	470.98	470.98	6.93	384.91	1,202.46
100	55300 *		122	FAIRS & EXHIBITS	0.00	0.00	0.00	0.00	1,954.42	1,755.49
100	55441 *		122	WINTER PARK RECREATION FAC	1,000.00	1,781.62	1,781.62	1,324.42	3,698.08	1,736.17
240	58101 *		122	LAND AND WATER CONSERVATION	0.00	0.00	0.00	16.33	16.33	0.00
HUMAN SERVICES FUND					123,418.00	6,636.56	15,415.48	18,689.93	169,196.59	140,280.88
215				ADMINISTRATION UNIT	0.00	45.16	45.16	(0.02)	0.02	664.57
				ECONOMIC SUPPORT UNIT	0.00	0.00	0.00	0.00	693.97	39.36
				CHILD & YOUTH SERVICES UNIT	8,250.00	310.57	484.29	917.24	10,268.83	8,810.60
				BEHAVIORIAL HEALTH UNIT	0.00	3.10	4.79	0.00	2,840.22	581.84
				FAMILY & COMMUNITY SERVICES UNIT	0.00	702.65	704.76	12.39	853.11	217.51
					8,250.00	1,061.48	1,239.00	929.61	14,656.15	10,313.98
700	53321 *		122	HIGHWAY INTERNAL SERV FUND	6,000.00	0.00	234.98	3,170.11	6,456.13	7,738.05
700	53322 *		122	STATE HIGHWAY MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
700	53310 045		122	STATE ROAD & BRIDGE CONST	24,000.00	0.00	653.17	10,950.50	21,084.02	19,211.86
700	53310 [045]		122	CO WINTER MAINTENANCE	60,000.00	0.00	0.00	191.36	5,101.49	17,183.68
700	53330 *		122	CO ROAD & BRIDGE-MAINT/CONST	6,000.00	0.00	320.98	2,787.24	7,160.80	5,949.89
700	53340 *		122	LOCAL GOVT MAINT & CONST	1,000.00	0.00	0.00	0.00	122.46	858.33
700	53360 *		122	COUNTY DEPARTMENT CHARGES	2,300.00	0.00	0.00	0.00	349.87	2,198.93
				OTHER CUSTOMER CHARGES	6,850.00	0.00	0.00	2,534.78	5,692.98	9,268.99
700	53111 *		122	HIGHWAY COST POOLS	0.00	0.00	0.00	0.00	0.00	0.00
700	60000 *		122	HIGHWAY ADMINISTRATION	0.00	0.00	(266.13)	0.00	266.13	0.00
700	53210 *		122	HWY PAYROLL/CLEARING POOL	100.00	6,421.79	5,254.32	(2,591.39)	(249.62)	(4.43)
				P/R & INCIDENTAL LABOR POOL	106,250.00	6,421.79	6,197.32	17,042.60	45,984.26	62,405.30
TOTAL					237,918.00	14,119.83	22,851.80	36,662.14	229,837.00	213,000.06

INTEGRITY CHECK:										
Total, All Funds										
•	•	•	•	122	237,918.00	14,119.83	22,851.80	36,662.14	229,837.00	213,000.06
					0.00	0.00	0.00	0.00	0.00	0.00

Office of
KEWAUNEE COUNTY HIGHWAY COMMISSION

E4280 County Road F
Kewaunee, WI 54216

Todd L. Every
Commissioner
every.todd@kewauneeco.org

Telephone: (920) 388-3707

To: Finance Committee
From: Todd Every, Highway Commissioner
Date: March 3, 2023
R.E.: Small Forklift Purchase

Background

Our small forklift (Towmotor Corp. 4,000 LB. lift capacity) has significant hours and is in rough shape. It was built in 1960 and acquired by the highway department in 1984 from Federal Surplus.

The department does not need a new forklift, so we were looking for a used model with lower hours. Normal bidding/approval processes would not be timely because the units are traded and resold quickly. Therefore, the Highway Committee gave permission to shop for a unit and if one became available, staff would contact the Committee Chairman with the information.

In late January, we were contacted by Conger Toyota-Lift in Green Bay and indicated they had a couple of used units coming in if we wanted to purchase one of them. After review of the units, we selected to purchase a 2018 Toyota (Model 8FGU32) L.P. Powered Fork Lift. The lifting capacity is 6,500 LB.

I contacted Chairman Paape to let him know the details of the machine and purchase price on 1/31/23, and he approved signing the sales order to reserve the unit.

The Highway Committee reviewed the information at its 2-9-23 meeting and passed a motion to approve the purchase and forward the information to the Finance Committee

Financial Impact

Attached is a summary of the proposal.

Funds to purchase the forklift are available from the Highway Department Internal Service Fund.

Recommendation

Staff and the Highway Committee recommend the following motion:

Motion to approve the purchase of a 2018 Toyota (Model 8FGU32) L.P. Powered Fork Lift from Conger Toyota-Lift in Green Bay, WI for \$33,637 and forward the information for approval.



CORE IC PNEUMATIC



3000 - 8500 LBS.

SPECIFICATIONS



8FDU15-32 | 8FDU16-32

55

INTERNAL COMBUSTION ENGINE PNEUMATIC TIRE

Toyota at Your Side



CONGER TOYOTA-LIFT
 2290 S Ashland Ave
 Green Bay, WI 54304-4802
 Phone: 920-499-5181
 Fax: 920-498-6150

To: Kewaunee County Highway Department
 E4280 County Road F
 Kewaunee, WI 54216-9724
 Attn: Mike Lardo

Date: January 31, 2023
 Our Ref: 60069504

We respectfully submit this quotation for the following used Toyota equipment (1 each):

(1) Used 2018 Toyota L.P. Powered Fork Lift ~ Model 8FGU32

- 6,500 lb. Capacity @ 24" Load Center
- Three Stage Upright
- 90" Lowered Mast Height
- 187" Lift Height to Top of Forks
- Sideshifting Fork Positioner
- Solid Pneumatic Tires
- * 42" or 48" Standard Pallet Forks - Please Specify When Ordering
- WITHOUT L.P. Tank
- Fresh Paint and Decals
- 60 Day Parts and Labor Warranty - Starts from day of delivery

<i>Investment</i> <i>E-006911</i>	Toyota Model as specified above:	\$ 33,400.00	Each
	Delivery Charge to 54216:	\$ 237.00	
	Net Price:	\$ 33,637.00	Each

Payment: Net 10 days / Cash or Financed

Delivery: Will advise at time of order.

F.O.B.: DELIVERED

Prices are exclusive of any sales or use taxes now in force or which may be made effective in the future by any federal, state, or local governments.

Lease offerings subject to credit approval

Performance and specifications stated are based on specific testing and operating conditions. Actual performance and specifications may vary based on application, option configuration, operating conditions, and environmental factors.

Some options and configurations may void UL.

Conditions subject to change to those in effect at time of delivery.

Your signature on this proposal constitutes an order.

Please contact your Toyota sales representative for additional information.

GENERAL - Any offer or order placed by a Buyer, whether oral, written, by facsimile, e-mail or other electronic means, shall be deemed to constitute an offer by the Buyer to enter into a contract to purchase Seller's products (the "Products") on these Standard Terms and Conditions of Sale (the "Terms"), which shall be deemed to be incorporated into any such offer or order. The offer or order, together with these Terms, shall constitute the entire agreement between Seller and Buyer (the "Contract"). Any offer by a Buyer shall be deemed to be accepted by Seller, and a contract on the terms and conditions contained herein

Office of
KEWAUNEE COUNTY HIGHWAY COMMISSION

E4280 County Road F
Kewaunee, WI 54216

Todd L. Every
Commissioner
every.todd@kewauneeco.org

Telephone: (920) 388-3707
Fax: (920) 388-0713

To: Finance Committee
From: Todd Every, Highway Commissioner
Date: March 3, 2023
R.E.: 2023 Pickup Truck Purchases – ½ Ton and ¾ Ton Pickup Trucks

Background

Since we are having trouble getting pickup trucks timely through the state vendor contract, we decided to take proposals for pickup truck purchases from local dealerships. Request for Proposals were sent to 11 dealerships in Kewaunee, Brown, Oconto, and Manitowoc counties. The concept was to find trucks to purchase on the lots and not having to place an order. The trucks could be new or a few years old with lower mileage.

We received no proposals for the trucks. One vendor indicated they could not guarantee the trucks would be available while waiting for final approvals from the county.

In an effort to work with local vendors and to try to get equipment in a timely manner, we are requesting permission to spend funding up to an approved amount on the trucks.

Financial Impact

Bases upon the information we did receive from vendors, we can anticipate a ½ ton pickup truck would be estimated at 50,000 and a ¾ ton pickup at \$55,000.

Funds for the purchase of the ½ ton pickup truck are available from the Highway Department Internal Service Fund.

Funds for the purchase of the ¾ ton pickup truck are available in the County Auto Physical Damage item in the General Fund (Auto Insurance Deductible) and revenue from the salvage auction of Truck No. 202.

These equipment purchases are included in our Capital Purchase Program for 2023.

Recommendations

Staff recommends the following motion:

Allow Highway Department staff to shop for pickup truck purchases with dealerships and approval to purchase not to exceed \$50,000 for a ½ ton pickup and \$55,000 for a ¾ ton pickup.