



Kewaunee County
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING
AGENDA

July 18, 2023 5:30 PM

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

1. Call to Order
2. Roll Call
3. Approval of July 18, 2023 Finance Agenda
4. Approval of July 7, 2023 Finance Committee Minutes
5. Public Comment
6. Approval of New Jail Construction and Financing Resolutions
 - a. Approval of Recommendation to the Board an Initial Resolution Authorizing General Obligation Bonds and/or Promissory Notes in the Amount of \$1,000,000 to \$3,000,000 as Determined by the County Board for the Construction of a New County Jail Facility
 - b. Approval of recommendation on Approving Allocation/Transfer of Nonbudgeted Funds—New Jail Construction Project
 - c. Resolution Approving the Construction of A New Jail Facility And Awarding The Contracts For The Construction Of The Jail Facility
7. Such Other Matters as Authorized by Law
8. Next Meeting: August 3rd 8:00 AM
9. Adjournment

**The public is able to watch the meetings LIVE via YouTube. Go to: www.kewaunee.org
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

July 7, 2023 7:30 a.m.

Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216
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Call to Order: Chair Romdenne called the meeting to order at 7:35 a.m.

Roll Call: Members Present - Tom Romdenne, John Mastalir, Virginia Haske, Jeff Vollenweider, Steve Agamite (arrived 7:55). Others Present – Milt Swagel, Aaron Augustian, Joe Lukes, Dan Olson, Gary Paape, Matt Joski, Dave DePeau, Scott Feldt, Paul Kunesh, Jason Veese, Melissa Annoye.

Approval of July 7, 2023 Finance Agenda: Mastalir moved, Haske seconded to approve the agenda.

Approval of June 28, 2023 Finance Committee Minutes: Mastalir moved, Haske seconded to approve the June 28, 2023 minutes.

Public Comment: None

Monthly Administrative Report

Monthly Financial Report – May 2023: Sales tax collected \$150,025 for the month with a year to date total of \$518,299. Last year to date total was \$464,560. The contingency fund balance is \$9,000. Kunesh reported that the server room air conditioning is failing and may need to be replaced from the fund. No big issues with departments. Coroner is above the benchmark and the GIS Consultant line in the Land Information Office will need to be addressed before the end of the year. Auditors have completed their work no major concerns. 2024 budget will be beginning shortly. No questions from the committee.

Medical/Dental/Large Claimant Financial Report – May 2023: Feldt reviewed the reports with the committee. No questions.

Overtime Report – June 2023: Feldt reviewed the report with the committee. He explained that the overtime in the Sheriff's Department is mostly being paid for by the cities of Algoma and Kewaunee and a grant. No questions.

Funding for Human Services Wrap Around Services Home: Annoye provided a summary of the proposal and the rationale behind it. The house will allow to Human Services department to provide services to clients to prevent the placement into institutional settings which can save significant dollars. Annoye will be addressing the Luxemburg Village Board in August. A question was raised about funding the proposal. Funds will be used from opioid settlement funds and surplus from the Human Services fund balance. Romdenne added that the proposal received unanimous support from the Human Services Committee. Annoye answered various questions about the home and its oversight. The County would provide services to the client residing at the home. They would reside for a term of 18 months with a possible 6 month extension. Only one family would reside in the home.



**Kewaunee County
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MINUTES**

July 7, 2023 7:30 a.m.

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Mastalir moved and Haske seconded to recommend approval of the proposal with \$70,000 of opioid settlement funds being allocated with the remainder from the Human Services fund balance. Motion carried with Romdenne, Mastalir and Haske voting aye, Vollenweider voting nay, and Agamite abstaining.

Review Vendor Payments – June 2023: No questions.

Approval of Supplemental Payroll: Haske moved, Vollenweider seconded to approve the supplemental payroll. Motion carried.

Such Other Matters as Authorized by Law: Feldt thanked the committee for their support over the years.

Next Meeting: July 18 at 5:30 p.m. and August 3, 2023 at 8:00 a.m.

Adjournment: Vollenweider moved and Haske seconded to adjourn. Motion carried. Meeting adjourned at 8:00 a.m.



RESOLUTION NO.

INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS AND/OR PROMISSORY NOTES FOR THE CONSTRUCTION OF A NEW COUNTY JAIL FACILITY

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, the Kewaunee County Board of Supervisors approved Resolution No. 17-7-2022,
 2 approving the design and construction of a new county jail facility at an estimated cost of
 3 \$25,617,000, and resolution No.18-7-2022 authorizing general obligation bonds and/or
 4 promissory notes in an amount not to exceed \$21,000,000 to fund the project; and
 5
 6 **WHEREAS**, the total cost of construction of the jail facility based on the bids received is
 7 \$33,283,391; and
 8
 9 **WHEREAS**, the Jail Strategy Committee considered and hereby recommends proceeding with
 10 the construction of the new Jail facility at a bid cost of \$33,283,391, and borrowing an additional
 11 \$1,000,000 in general obligation bonds to fund the new jail facility project.
 12
 13 **NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Kewaunee County herein
 14 assembled this 18th day of July 2023, that there may be issued, pursuant to Chapter 67, Wisconsin
 15 Statutes, general obligation bonds in an amount not to exceed \$ _____ for the public
 16 purpose of paying the cost of construction, equipping and furnishing of Kewaunee County's Jail
 17 Facility.

Respectfully Submitted,

Jail Strategy Committee

 Daniel Olson, Chair

 Gary Paape

 Tom Romdenne

 John Mastalir

APPROVED AS TO FORM
 David J. DePeau
 Corporation Counsel

FISCAL IMPACT STATEMENT:
 County will issue Bonds in the
 amount of \$ _____

	Y E S	N O	A B S E N T	A B S T A I N
Agamaite, S.				
Augustian, A.				
Browne, S.				
Doell, D.				
Guillette, N.				
Haske, V.				
Jahnke, S.				
Kinnard, T.				
Kroll, K.				
Langteau, D.				
Lazansky, J.				
Lukes, J.				
Mastalir, J.				
Olson, D.				
Paape, G.				
Patrycia, B.				
Romdenne, T.				
Swagel, M.				
Teske, L.				
Vollenwelder, J.				
TOTALS				



RESOLUTION NO.

A RESOLUTION APPROVING ALLOCATION/TRANSFER OF NONBUDGETED FUNDS – NEW JAIL CONSTRUCTION PROJECT

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

WHEREAS, in accordance with Section 65.90(5)(a), Wis. Stats., the amounts of the various appropriations and the purposes for such appropriations stated in a budget may not be changed unless authorized by a vote of two-thirds of the entire membership of the County Board of Supervisors; and

WHEREAS, the Kewaunee County Board of Supervisors approved Resolution No. 17-7-2022, approving the design and construction of a new county jail facility at an estimated cost of \$25,617,000, and resolution No. 18-7-2022 authorizing general obligation bonds and/or promissory notes in an amount not to exceed \$21,000,000 to fund the project; and

WHEREAS, the Jail Strategy Committee considered and hereby recommends proceeding with the construction of the new Jail facility at a bid cost of \$33,283,391, and borrowing an additional \$1,000,000 in general obligation bonds to fund the new jail facility project.

WHEREAS, The Jail Strategy Committee and the Finance and Public Property Committee considered and hereby recommends allocating proceeds from various sources fund the design and construction of a new county jail facility as follows:

1. Allocating \$875,000 of interest earnings on bond proceeds
2. Allocating \$1,986,247 from the General Fund Balance
3. Allocating \$3,875,911 from the Economic Development Fund Balance
4. Allocating an additional \$1,000,000 bond proceeds

NOW, THEREFORE, BE IT RESOLVED, by the Kewaunee County Board of Supervisors duly assembled this 18th day of July 2023, that the Board approves the allocation of funds as follows:

1. Allocating \$875,000 of interest earnings on bond proceeds
2. Allocating \$1,986,247 from the General Fund Balance
3. Allocating \$3,875,911 from the Economic Development Fund Balance
4. Allocating an additional \$1,000,000 bond proceeds

BE IT FURTHER RESOLVED, that within 10 days the County Clerk shall file a Class 1 notice of this budget adjustment.

Respectfully Submitted,
JAIL STRATEGY COMMITTEE

Daniel Olson, Chair

Gerald Paape

Tom Romdenne

John Mastalir

APPROVED AS TO FORM
David J. DePeau
Corporation Counsel

FISCAL IMPACT STATEMENT:
\$33,283,291 of construction costs
\$22,000,000 of debt
\$875,000 of investment interest
\$10,408,391 of various fund balances

	Y E S	N O	A B S E N T	A B S T A I N
Agamaite, S.				
Augustian, A.				
Browne, S.				
Doell, D.				
Guillette, N.				
Haske, V.				
Jahnke, S.				
Kinnard, T.				
Kroll, K.				
Langteau, D.				
Lazansky, J.				
Lukes, J.				
Mastalir, J.				
Olson, D.				
Paape, G.				
Patrycia, B.				
Romdenne, T.				
Swagel, M.				
Teske, L.				
Vollenweider, J.				
TOTALS				



RESOLUTION NO.

A RESOLUTION APPROVING THE CONSTRUCTION OF A NEW JAIL FACILITY AND AWARDING THE CONTRACTS FOR THE CONSTRUCTION OF THE JAIL FACILITY

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

- 1 **WHEREAS**, the Kewaunee County Board of Supervisors solicited for and received bids to
2 construct a new jail facility; and
3
- 4 **WHEREAS**, the total cost of construction of the jail facility based on the bids received is
5 \$33,283,391; and
6
- 7 **WHEREAS**, a complete summary of the bids received by the Jail Strategy Committee is
8 attached hereto and incorporated herein by reference; and
9
- 10 **WHEREAS**, the Jail Strategy Committee considered and hereby recommends proceeding with
11 the construction of the new Jail facility at a bid cost of \$33,283,391, and awarding the contracts
12 for the construction of the new jail facility as described in the Bid Summary/Recommendation
13 which is attached hereto and incorporated herein by reference.
14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly
16 assembled this 18th day of July 2023, that conditioned upon the County Board of Supervisors
17 approving funding for the new jail facility project, the County hereby approves the design and
18 construction of a new Jail facility at the bid total of \$33,283,391; and
19
- 20 **BE IT FURTHER RESOLVED**, that, conditioned upon the County Board of Supervisors
21 approving funding for the new jail facility project, the Kewaunee County Board of Supervisors
22 awards the contracts for the construction of the new Kewaunee County Jail Facility as described
23 in the attached Bid Summary/Recommendation; and
24
- 25 **BE IT FURTHER RESOLVED**, that the Kewaunee County Administrator is authorized to
26 negotiate the final terms of the contract, including negotiations to achieve project savings, but
27 the final terms of the contract shall not detract from the scope of the project as authorized by
28 this resolution; and
29

1 **BE IT FURTHER RESOLVED**, that the Kewaunee County Administrator is authorized to
 2 execute all necessary contracts or agreements consistent with this
 3 Resolution.

Respectfully Submitted,

JAIL STRATEGY COMMITTEE

 Daniel Olson, Chair

 Gerald Paape

 Tom Romdenne

 John Mastalir

APPROVED AS TO FORM

David J. DePeau
 Corporation Counsel

FISCAL IMPACT STATEMENT: Authorizing the construction of a \$33,283,391 jail facility project.

	Y E S	N O	A B S E N T	A B S T A I N
Agamaite, S.				
Augustian, A.				
Browne, S.				
Doell, D.				
Guillette, N.				
Haske, V.				
Jahnke, S.				
Kinnard, T.				
Kroll, K.				
Langteau, D.				
Lazansky, J.				
Lukes, J.				
Mastalir, J.				
Olson, D.				
Paape, G.				
Patrycia, B.				
Romdenne, T.				
Swagel, M.				
Teske, L.				
Vollenweider, J.				
TOTALS				

**Kewaunee County
New Jail Project
Jail Project SUMMARY (after bids)**

NEW

	Original Est	Bids Rec'd			
	06/09/22 Approved-2022	06/16/23 Option B	07/18/23 Option E	06/28/23 Option C	06/28/23 Option D
JAIL PROJECT:					
Project Cost	25,546,233	33,283,391	33,283,391	33,283,391	33,283,391
Financing:					
Debt (20 year bonds)	21,000,000	21,000,000	21,000,000	21,000,000	21,000,000
ARPA	1,765,080	1,765,080	1,765,080	1,765,080	1,765,080
Broadband Loan II pmts (ARPA) '23-25	648,215	648,215	648,215	648,215	648,215
Fund Balance-Debt Service Fund	703,165	703,165	703,165	703,165	703,165
Fund Balance-Gen Fund	1,429,773	1,429,773	1,429,773	1,429,773	1,429,773
Total other funding	4,546,233	4,546,233	4,546,233	4,546,233	4,546,233
	25,546,233	25,546,233	25,546,233	25,546,233	25,546,233
Financing Over(Short) project cost	0	(7,737,158)	(7,737,158)	(7,737,158)	(7,737,158)
Investment Interest of bond proceeds		910,000	892,000	875,000	828,000
Bond issue premium / discount	unknown				
General Fund - Fund Balance		1,827,158	1,907,886	1,907,886	1,907,886
Econ Dev Fund:		2,000,000			
Fund Balance	YE 2022		1,277,836	1,277,836	1,277,836
Dominion (500K annual pmts) '23-26			1,659,436	2,000,000	2,000,000
Broadband Loan I pmts '23-26				375,672	375,672
Broadband Loan II pmts '26				222,403	222,403
General Fund annual surplus * '23-25				78,361	1,125,361 **
Additional Debt - 20 year bonds		3,000,000	2,000,000	1,000,000	0
Over(Short)		0	0	0	0

EFFECT ON TAX BILLS:						
Debt to be issued		21,000,000	24,000,000	23,000,000	22,300,000	21,000,000
Rate: (20 year bonds)		3.75%	3.75%-4.00%	3.75%-4.00%	3.75%-4.00%	3.75%-4.00%
Average Annual Debt Service Increase		342,386	598,526	513,146	427,766	342,386
Total assessed value in County	2021	1,717,398,830	1,717,398,830	1,717,398,830	1,717,398,830	1,717,398,830
Rate per \$1000 of assessed value		0.20	0.35	0.30	0.25	0.20
Tax per \$100,000 of assessed value	100000	\$19.94	\$34.85	\$29.88	\$24.91	\$19.94
Tax on \$200,000 of assessed value	200000	\$39.87	\$69.70	\$59.76	\$49.82	\$39.87

* General Fund History		Contingency			Net Surplus
		Rev Over Exp	unspent	C/O to next year	
Average annual GF Oper surplus	2022	936,215	1,883	187,891	746,441
	2021	890,024	22,571	114,400	753,053
	2020	558,735	64,062	15,465	479,208
	2019	601,756	81,451	12,592	507,713
	2018	896,523	44,383	9,142	842,998
	2017	806,541	36,022	35,000	735,519
	2016	637,808	83,000	0	554,808
Ave		761,086	47,625		659,963
Sales tax used for jail staffing in '23					225,000
Available per year (Average) '23-25					434,963

** Could come from any or all of the next three years

NEW revenue in the General Fund:
 Sales tax increase (started 2022/2023) 80-100K
 Shared Revenue Increase (starting 2024) 515,159

** Back-up plan (IF GF surplus not available):	Annual	Over constr period
Annual Contingency '23-26	50,000	3 150,000
Broadband Loan I pmts '27-32	83,918	6 563,508
Broadband Loan II pmts '27-34	222,403	8 1,779,224
Capital Improvement Fund	500,300	1 500,300
GF FB-Committed-Ed Center	300,000	1 300,000
GF FB-Assigned-Contingency	400,000	1 400,000
Other Funds?? (BDLP, others?)	200,000	1 200,000
		3,893,032