

KEWAUNEE COUNTY

FINANCE & PUBLIC PROPERTY COMMITTEE - MEETING MINUTES

Date: [January 11, 2019](#) Time: [8:00 AM](#)

Administration Center – Conference Room

Call to order: The meeting was called to order at 8:00AM by Chairman Haske

Roll call: Members present: Virginia Haske, Tom Romdenne, Daniel Olson
Excused: Lee Luft, John Mastalir. Others present: Scott Feldt, Paul Kunesh, Jeff Wisnicky, Mary Ellen Dobbins, Robert Weidner,

Approve the agenda: Motion by Olson, second by Romdenne to adopt the agenda. Motion carried.

Approve minutes: Motion by Romdenne, second by Olson to approve the 12/07/2018 Finance Committee minutes. Motion carried.

Public Comment: None

Review monthly financial report: Sales tax for 2018 is \$1,066,003 so far, with one payment remaining. Winter Park opened again in December, and generated just under \$5000 of revenue, up a little from December 2017. The Department of Natural Resources (DNR) notified the County that the Landfill's Long Term Care (LTC) trust account is sufficiently funded. No additional amount will need to be deposited into the LTC trust. An earlier DNR calculation determined that an additional \$660,000 would be required.

Review overtime report: Sheriff department overtime was discussed. Staffing and scheduling changes should alleviate this issue in 2019. The request by Human Services to Personnel committee to increase the comp time limit was discussed as it relates to overtime.

2014 Tax Deed Parcel Update: One tax deed, GC Badgerland, was recorded from the list of potential properties. Hillegras paid in full. Witcpalek made a partial payment, and the balance is to be paid next week or the property will be taken.

Set Value for Parcel Sale (GC Badgerland-1004 Dodge St, Kewaunee): The Committee reviewed and discussed the unpaid tax and property value. Motion by Olson, second by Romdenne to set the appraised value at \$5,000. Motion carried.

Review County Timekeeping System (with possible action): No updates this month. Kunesh reviewed the current paper timecard as well as some of the shortcomings of our current process including overtime, flex time, holiday, and comp time.

Discussion of Grezslo Property Request for Proposals (with possible action): Draft Request for Proposal (RFP) was provided by Feldt. Description & maps of property are included as well as a request for a description of the proposed site use and development. The next steps after approval will be to update final details such as dates and then issue the RFP and receive proposals. Motion by Olson, second by Romdenne to approve and issue the Grezslo Property Request for Proposal. Motion carried.

Review vendor payments: Vendor payment reports for December were reviewed by the committee.

Approve County Board and supplemental payroll: Motion by Romdenne, second by Olson to approve the County Board and Supplemental Payroll as presented. Motion carried.

Next finance committee meetings: January 22 at 5:30PM, and February 15th 8:00AM

Such other matters as authorized by law: The January 22nd meeting is needed for a General Fund transfer request for the Jail needs consultant, as well as approval of the Fairgrounds contract renewal.

Adjournment: Motion by Olson, second by Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 9:20 AM.

Submitted by: 
Paul Kunesh, Recording Secretary