

## **KEWAUNEE COUNTY**

### **FINANCE & PUBLIC PROPERTY COMMITTEE - MEETING MINUTES**

Date: [March 15, 2019](#) Time: 8:00 AM

Administration Center – Conference Room

Call to order: The meeting was called to order at 8:05 AM by Chairman Haske

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

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 01/22/19 and 02/15/19 Finance Committee minutes. Motion carried.

Public Comment: None.

Review monthly financial report: January 2019 financial report was briefly discussed. Year end 2018 entries & adjustments will be completed soon. Overall 2018 will have positive results. Human Services is still unknown but final reports are due by the end of March & the Human Services year end entries will be completed shortly after. Todd Every reviewed Highway financial information for 2019. Winter maintenance has used much of their annual budget due to the above average snowfall.

Review overtime report: February overtime report was reviewed. Highway overtime was substantially higher than usual due to the snow. Some will be billed to the State & other municipalities.

#### Solid Waste Fund – 2018 Year End closeout of operations:

Review and discussion of the information provided last month by Kunesh regarding the end of operations adjustments for the Landfill. Motion by Romdenne second by Olson to recommend the County Board approve:

1. Transfer all remaining Solid Waste assets to the General Fund effective 12/31/2018,
2. transfer any outstanding Solid Waste debt to the Debt Service Fund,
3. write off the advance from the General Fund to the Solid Waste Fund in the amount of \$600,000, and
4. Retain \$100,000 in the Solid Waste Fund balance for contingencies and unknowns of Long Term Care. In addition, the 2019 budget requires a budget adjustment moving rental revenue to the General Fund from the Solid Waste fund (\$20,400), move the debt service and tax levy from the Solid Waste Fund to the Debt Service Fund (\$166,750), leaving landfill Long Term Care activity in the Solid Waste Fund (approximately \$72,000 revenue & expense).

Roll call vote: Haske-Yes, Olson-Yes, Romdenne-Yes, Mastalir-abstained. Motion passed 3-0.

Approval of Purchase of 20 acre property (Michael & Brenda Wisnicky): An agreement was reached within the terms authorized by the Finance Committee last month. This property gives the County options for the future needs. Motion by Mastalir, second by Romdenne to recommend the property purchase to the County Board and pay for it from fund balance of the General Fund. Motion passed.

Review vendor payments: Vendor payment reports for February 2018 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 meeting: April 12 8:00AM

Such other matters as authorized by law: none

Adjournment: Motion by Romdenne, second by Olson to adjourn the meeting. Motion carried. Meeting adjourned at 8:54AM.

Submitted by:

A handwritten signature in blue ink, appearing to read "Paul Kunesh", written in a cursive style.

Paul Kunesh, Recording Secretary