

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

Date: **November 5, 2019** Time: **4:00 PM**

Human Services—Large Conference Room

Call to order: The meeting was called to order at 4:00PM by Chairman Haske

Roll call: Members present: Virginia Haske, Lee Luft, John Mastalir, Daniel Olson. Tom Romdenne arrived at 4:12. Others present: Scott Feldt, Paul Kunesh, Robert Weidner, Gary Paape, Mary Ellen Dobbins, Todd Every, Jeff Wisnicky, Dana Johnson, Cody & Haley Gilles, Randy & Renee Ebert

Approve the agenda: Motion by Luft, second by Mastalir to adopt the agenda. Motion carried.

Approve minutes: Motion by Mastalir, second by Luft to approve the 10/15/2019 Finance Committee minutes. Motion carried.

Public Comment: none

Monthly Administrative report:

- a. Monthly Financial Report-September 2019 - The most recent sales tax receipt was for \$130,056 bringing the year to date amount to \$931,904. As of the September financial statements, about 8 departments are projecting being very close to or over their annual budget. When October statements are sent on November 15th, those departments will have a closer look & request fund transfers if needed. The Sheriff department has already started this process and will have a transfer request next month.
- b. Medical/Dental Financial Report-September 2019 Claims continue to be above premiums for both health & dental, similar to previously reported YTD amounts.
- c. Overtime Report-October 2019 Overtime continues at similar levels to previous months.

Annual Renewal of Insurance (Property/Liability/Workers Comp): The committee reviewed & discussed summary information of insurance premiums for 2020. Premiums increase slightly for liability & property. The Workers Compensation MOD factor for the County increased from last year & led to a higher premium. Some smaller policies have not been received yet but will be very similar to 2019. Motion by Olson, second by Luft to approve renewal of insurance for 2020. Motion carried.

Approval of Easement at Fairgrounds (Retention pond): WAK Properties owns an adjacent property to the Fairgrounds near the retention pond and requested an easement to run underground fiber optic cable across the County owned Fairgrounds property. The cable as well as any potential damage will be the responsibility of WAK Properties. Motion by Olson second by Luft to recommend approval of a resolution allowing WAK properties to run fiber optic cable through the County owned Fairgrounds property as presented. Motion carried.

Funding Approval-Design of Potential Highway Shop: The committee reviewed a memo by Highway Commissioner Todd Every recommending preliminary design services for potential Highway shop improvements. The requested funding of \$17,140 would be from the Highway Roads & Bridges fund balance. Motion by Luft second by Olson to recommend approval of a resolution funding the Highway Shop design service for \$17,140 from the Road & Bridges fund balance. Motion carried.

Approval of Modification requests to the 2020 County Budget: No changes were presented to the Finance committee, but Tom Romdenne stated he will be presenting the following budget changes to the full board later tonight:

- Remove KCEDC funding from tax levy, and replace with Dominion donation
- Remove the broadband study from the Administrator's Office
- Remove lean processing from the Administrator's Office
- Add funding for a temporary position back to Register of Deeds
- Add a full time position back to UW Extension

Update on Greszlo Property: County Administrator Feldt presented assessment and tax revenue related to parcels similar in size to the Greszlo property as well as other area campgrounds. A list of parties interested in the property was also provided. In addition, Randy Ebert has expressed interest for a multi-family housing development. The Town of Pierce would like to see the property subdivided into lots for single family housing. The committee wishes to sell the property for its highest & best use & will continue discussing options. The Committee requested the Administrator get estimates on the value of proposals from interested parties for the next Finance Committee meeting.

Update-County Business Development Loan Program: An updated program manual will be discussed next month.

Review vendor payments: Vendor payment reports for October 2019 were reviewed by the committee.

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

Such other matters as authorized by law: none.

Next finance committee meeting: Dec 11 9:30AM

Adjournment: Motion by Luft, second by Olson to adjourn the meeting. Motion carried. Meeting adjourned at 5:00PM.

Submitted by: 
Paul Kunesh, Recording Secretary