



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

August 14, 2020 8:00 a.m.

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

Call to order: The meeting was called to order at 8:01 AM by Chairman Mastalir

Roll call: Members present: John Mastalir, Virginia Haske, Tom Romdenne, Doak Baker, Jeffrey Vollenweider. Others present: Daniel Olson, Gary Paape, Michelle Dax, Scott Feldt, Paul Kunesh, Jeff Wisnicky, Dorae Stein

Approve the agenda: Motion by Baker second by Vollenweider to approve the agenda. Motion carried.

Approve minutes: Motion by Haske second by Baker to approve the July 17, 2020 Finance Committee minutes. Motion carried.

Public Comment: None

Monthly Administrative report:

Medical/Dental Financial Report - June 2020: Feldt reviewed the monthly medical dental financial reports. No questions.

Overtime Report - July 2020: Feldt reviewed the overtime report. Feldt and Cornelius provided additional information regarding overtime in the Sheriff's Department. Additional overtime for training and enforcement initiatives (Click It or Ticket) are being reimbursed by grant funds. No questions raised.

Monthly Financial Report - June 2020: Kunesh reported that \$129,600 was received in sales tax for a year to date total of \$603,163 which is more than last year at this time. This is the fourth year of the sales tax and each year it continues to increase/

Kunesh reviewed the report department by department to provide additional explanation as to revenue and expenditure totals and how they compare to the monthly targets. Kunesh explained that discrepancies occur when compared to the monthly benchmark percentage mostly due to timing differences. Very often large payments will be made early in the year that skews expenditures. In the same vein, revenues may not be scheduled to be received until later in the year so as to distort revenue totals. Kunesh provided the committee a verbal summary of some of those items. Committee members asked questions about some of these items such as Human Services revenues, Emergency Management reimbursements, Highway expenditures and landfill maintenance. Committee members thanked Kunesh for the report.



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County Treasurer Investment Report – 2nd Quarter 2020: The County Treasurer presented and reviewed the County cash and investment balances as of 06/30/2020. Dax also reported the interest rate in July of last year was 2.38% and this year is 0.14%. Discussion followed regarding investment and rates of return. A question was asked why more money is not placed in long-term investments. Dax explained the need for a certain amount of funds to be available for cash flow needs. Dax also provided an update on Act 185 which allows local governments the option to permit residents to delay their property tax payments. Door and Manitowoc counties allowed for the extension and Kewaunee County did not. Property tax payments are similar to last year with approximately \$500,000 in delinquents payments which is similar to last year.

Approval of Financing Broadband Project:

Motion by Vollenweider second by Baker to recommend funding for the county's portion of funding for the broadband project be taken from existing funds (Economic Development Fund) in the amount of \$960,000. Motion carried 4-1 with Romdenne dissenting.

Approval of Amendment of L-C School Resource Office Contract:

Cornelius gave a summary of the request. During the school year, due to the Safer at Home order, school buildings were closed and the need for a school resource officer was not needed. The Luxemburg-Casco (LC) School District requested a change in the billing of services since the school resource officer did not provide any services during that time. The committee discussed the issue. A question was raised whether the school resource officer was able to be reassigned. Cornelius responded that the officer was assigned to the jail to fill open shifts for Family Medical Leave (FMLA) and open shifts that would have created overtime. Concerns were raised that the county has hired an officer under the assumption that the position will be funded for 9 months by the school district. It was questioned whether the school district lost revenue during the coronavirus outbreak. Further discussion continued considering the future contract language. The county recognizes the position of the school district in not having to pay for a service it does not receive versus the position of the county in having to absorb the cost of a position that was intended to be funded by the school district. The committee requested that additional contract language be drafted to address the concern of the county covering the cost of a position if the situation of the school closing were to happen in the future.



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Motion by Vollenweider second by Romdenne to recommend approval of the request by the Luxemburg-Casco School District to reduce the invoiced amount for the school resource officer by approximately \$26,000. Motion carried.

Review 2019 Annual Audit: Kunesh informed the committee that the auditors are still finishing the audit, The presentation will take place at the September meeting.

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

Approve County Board and Supplemental Payroll: Motion by Romdenne second by Baker to approve the County Board and Supplemental Payroll as presented. Motion carried.

Such other matters as authorized by law: Kunesh distributed the proposed calendar for 2021 budget process. Discussion followed as to when the committee may discuss and provide changes to the Administrator's proposed budget. Feldt indicated that opportunities will arise at the Finance Committee meetings in September and October and additional times could be scheduled prior to the County Board meetings.

Next finance committee meeting: September 4 at 8:00 a.m., September 15 at 5:00 p.m., October 2 at 8:00 a.m. and October 20 at 5:00 p.m.

Adjournment: Motion by Romdenne second by Baker to adjourn the meeting. Motion carried. Meeting adjourned at 10:20 a.m..

Submitted by: Scott Feldt