

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

Date: **January 03, 2020** Time: **8:00 AM**

Administration Center – Conference Room

Call to order: The meeting was called to order at 8:00 AM 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, 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 12/11/19 Finance Committee minutes. Motion carried.

Public Comment: None

Monthly Administrative report:

- a. Monthly Financial Report-November 2019. Finance Director Kunesh reviewed the November 2019 financial reports. Sales tax revenue through November is \$1,132,040. The contingency balance at the end of December is \$81,451. No other new issues since last month.
- b. Medical/Dental Financial Report-November 2019. Administrator Feldt reviewed the November health, dental, and large claimant reports provided by Horton.
- c. Overtime Report-December 2019. Administrator Feldt reviewed the December overtime report.

Update on Delinquent 2015 Tax Deeds (Treasurer): One property from last month's list has been taken as a tax deed: Gronke-31 241 OTP 105. The others have been paid or are not suitable for tax deed at this time.

Update on Greszlo Property: A revised Request For Proposals has been completed. Written proposals must be received by the County by 02/07/2020.

Review & Discuss-County Business Development Loan Program (BDLP) with possible action: The committee reviewed changes discussed and made since the last Committee meeting.

Motion by Olson, second by Romdenne to approve the language of the Business Development Loan Program manual. Motion carried. Administrator Feldt will bring the BDLP manual to the County Board for approval.

Review vendor payments: Vendor payment report for December 2019 was reviewed by the committee.

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

Such other matters as authorized by law: Administration will begin debt refinance process for the 2010 Build America Bond issue soon. Administration will also draft a policy directing some portion of annual budget surplus of the General Fund be used for extinguishing debt. A broadband grant by the County and Bug Tussel has been submitted to the Public Service Commission along with over 130 support letters.

Next Finance Committee meeting: February 7<sup>th</sup> 8:00 AM

Adjournment: Motion by Romdenne, second by Olson to adjourn the meeting. Motion carried. Meeting adjourned at 8:46AM.

Submitted by:   
Paul Kunesh, Recording Secretary