

## KEWAUNEE COUNTY

### FINANCE & PUBLIC PROPERTY COMMITTEE - MEETING MINUTES

Date: December 07, 2020 Time: 8:30 AM

Location: Administration Center – County Board Room

Call to order: The meeting was called to order at 8:30 AM by Chairman Mastalir

Roll call: Members present: John Mastalir, Virginia Haske, Tom Romdenne, Doak Baker, Jeffrey Vollenweider. Others present: Paul Kunesh, Jeff Wisnicky, Michelle Dax, Todd Every

Approve the agenda: Motion by Vollenweider, second by Haske to adopt the agenda. Motion carried.

Approve minutes: Motion by Baker, second by Romdenne to approve the 11/10/2020 Finance Committee minutes. Motion carried.

Public Comment: None

#### Monthly Administrative report:

- a. Monthly Financial Report- October 2020: Kunesh reported that Moody's has upgraded our bond rating to A1. This is the fifth highest score on a ten-step scale. Kunesh believes that it should be a four but is happy with the upgrade. Kunesh also reported that the Routes to Recovery claims are all approved expected by the end of the year. Pierce and West Kewaunee allocated their extra funds to the county for a total of \$2700. Kunesh provided a report on sales tax collections. \$105,321 was collected in November for October. Year to date collections is \$1,084,681. The projection for 2020 year end may be as high as \$1.3 million. Kunesh provided a summary of department monthly finance items, he explained that some departments look to be in a negative, but are waiting for grants and Covid funding to be received. Kunesh reported that the new website is up and running. It will provide vendor payment reports, financial reports, six years of budgets and five years of audited financial statements. Kunesh also reported that the auditors were here last week. They spent three days on site and two days off site.
- b. Medical/Dental Financial Report – October 2020: No questions
- c. Overtime Report- November 2020: Question about the County Park overtime. This is from earlier in the year and is a result of the time keeping system. When 24 hours is reached for comp time, the system pays out the excess amount as overtime. The system tracks it and we are sticking to the comp time limits – not letting it accumulate past the 24 hours.

#### Approval of 2020 Budget Transfers:

Kunesh provided information regarding three budget transfer requests.

1 – Coroner: \$7880 out of contingency due to increased activity.

2 – Information Systems: \$1858 out of contingency due to new maintenance agreements that were not budgeted this year. They are budgeted for next year.

3 – Sheriff: \$161,176 budget adjustments. This is money that has been budgeted for 2020 – but we are cleaning up and adjusting the amounts to reflect where the money is actually being spent. We expect the Sheriff Department to be under budget this year.

Motion by Haske, second by Vollenweider to recommend approval of a resolution. Motion carried.

Tax Delinquent Properties – County Treasurer: Dax provided an updated list of tax parcels that are eligible for the county to take ownership of due to unpaid property taxes for the last three years. The list for 2016 taxes includes three parcels.

Motion by Vollenweider second by Haske to recommend approval of a resolution to authorize the county to take ownership of the parcels from the list of 2016 unpaid taxes. Motion carried.

Voiding of Stale (Uncashed) checks: Kunesh reviewed the list of uncashed checks that have been outstanding for at least two years. Kunesh explained the procedure for listing uncashed checks. No approval needed.

Approval of Bids for Lease of County Ag land: Wisnicky presented the agriculture lease information for four parcels:

1 – Landfill Property: 97.7 acres at \$296.98/acre from Heim's Hillcrest Dairy LLC with annual rent of \$29,014.94 (approved at October 2, 2020 finance meeting)

2 – Walther Quarry (Stangelville): 52 acres at \$100/acre from Paul Bradley with annual rent of \$5,200. Motion by Baker, second by Haske to recommend approval of a resolution. Motion carried.

3 – Sipiorski Pit: 28 acres at \$178/acre from Pagel's Ponderosa Dairy LLC with annual report of \$5000. Motion by Baker, second by Romdenne to recommend approval of a resolution. Motion carried.

4 – Wisnicky Property: 20.73 acres at \$225/acre from Michael & Brenda Wisnicky with annual rent of \$4,665. Motion by Haske, second by Baker to recommend approval of a resolution. Motion carried.

Approval of Purchase of Truck Chassis (Highway): Todd Every presented information regarding the purchase of a 2022 Freightliner 114SD chassis with an extended engine warranty and pusher axle from Truck Country of Wisconsin, Inc. for \$117,250. This is a budgeted item in the Highway Internal Fund. Motion by Vollenweider second by Romdenne to recommend approval of a resolution. Motion carried.

Discussion of Extension of Balehouse Lease: No discussion – will be brought up next month.

Approval of 2021 Insurance Renewals: Kunesh provided information regarding the 2021 Insurance coverage renewals. The committee reviewed and discussed summary information. Kunesh is still waiting for Public Employee Blanket option 3 information. This policy will be discussed at the next meeting. Motion by Baker, second by Romdenne to approve the workers comp, liability, property, boiler & machinery, storage tank, and position bond policies. Motion carried.

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

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

Such other matters as authorized by law: None

Next Finance Committee meeting: January 8<sup>th</sup>, 2020 at 8 am in the County Board Room

Adjournment: Motion by Romdenne, second by Vollenweider to adjourn the meeting. Motion carried. Meeting adjourned at 9:32 AM.

Submitted by:  
Michelle Dax