

MINUTES
MONDAY, MARCH 9, 2020 – 9:30 A.M.
FINANCE/INSURANCE COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS
CONFERENCE ROOM #1003 – 1ST FLOOR COURTHOUSE BUILDING “A”
301 WASHINGTON ST., OCONTO WI 54153-1620
www.co.oconto.wi.us
(Draft minutes, not yet approved)

COMMITTEE PRESENT: Paul Bednarik, Greg Sekela, Al Sleeter, Gary Frank, Doug McMahon

COMMITTEE ABSENT: None

OTHERS PRESENT: Kevin Hamann, Administrative Coordinator; Tanya Peterson, County Treasurer; Beth Ellingson, Corporation Counsel; Sharon Aubry, Confidential Assistant; Lisa Sherman, Finance Director; Ron Christensen, Veterans Service Officer; Kim Pytleski, County Clerk; Monty Brink, Forest, Parks and Recreation Administrator; Mike Reimer, Health & Human Services Director; Will Kline, Health & Human Services Vocational Service Manager; Todd Skarban, Sheriff

TIME MEETING BEGAN: 9:32 a.m.

1. Approval of Agenda

A. Change of Sequence - None

B. Removal of Items - None

Motion by McMahon/Sekela to approve the agenda as presented. The motion was voted on and carried.

2. Approval of Minutes of Previous Meetings of February 10, 2020

Correction noted – 6A from 2/10/2020 minutes corrected to read US Plant Foods with a parcel # of 266-0202805560. Motion by Frank/Sleeter to approve minutes as amended for February 10, 2020. The motion was voted on and carried.

3. Communications – None

4. Meet with Administrative Coordinator – Review Insurance Claim Against County, if any

Hamann reported zero property claims, zero liability claims and two work comp claims with no lost time. Informational only, no formal action taken.

5. Report of County Clerk – 2019 Annual Report

Pytleski reviewed annual report with the Committee. Discussion followed. Informational only, no formal action taken.

6. Report of Finance Director

A. County Sales Tax Report

Sherman provided updated reports and reviewed them with the Committee. Discussion followed. Informational only, no formal action taken.

B. Bank Reconciliation Report

Sherman reviewed report with the Committee. Account is in balance. Discussion followed. Informational only, no formal action taken.

C. 2019 End of Year Financial Summary

Sherman provided a handout and reviewed it with the Committee. Discussion followed. Informational only, no formal action taken.

D. Approve 2019 Carryover Requests

Sherman provided a report and reviewed it with the Committee. Discussion followed. Motion by Frank/McMahon to approve carry over requests as presented. The motion was voted on and carried.

7. Meet with Treasurer

A. Treasurers Report

Peterson provided a handout and reviewed it with the Committee. Discussion followed. Peterson will research options for Associated CD that is coming due 5/8/2020 and bring the information to the May meeting. Informational only, no formal action taken.

B. 2019 Annual Report

Peterson reviewed the report with the Committee. Discussion followed. Regarding Tax deed/Land Sale, all properties are set online for sale beginning in April. The following updates were provided:

- 026-090900111 & 026-090900414 – Skarban addressed the Committee offering to pay all arrears and make current before attorneys get involved. Skarban states there are still crops to be harvested and personal property in the buildings. Discussion followed. Corporation Counsel will work with Skarban on extension to allow for crop removal and removal of personal property from buildings.
- 016-363601132A – Peterson reported Cornelius' are out of the property
- 036-2323021121C – Peterson reported no payments have been received on the parcel.

- 042-030300333B – Corporation Counsel reports nothing further received since notice of claim.

Chair declared recess for short break at 10:35 am

Meeting reconvened by Chair at 10:42 am

8. Meet with Veteran Service Officer

A. Monthly Activity Report

Christensen provided handout of report and reviewed it with the Committee. Discussion followed. Informational only, no formal action taken.

B. 2019 Annual Report

Christensen provided a report and reviewed it with the Committee. Discussion followed. Informational only, no formal action taken.

9. Community Development Block Grant (CDBG) – Close Out Program

A. Review of Update Project Plans

1. Proposed Projects Summary & Financial Information

Hamann reported Bay Lake Regional Planning Commission would be reviewing both projects via 20-hour grant that was provided. Hamann reviewed costs of proposed projects and funding sources. Informational only, no formal action taken.

2. Proposed Slum & Blight Project

Hamann reviewed Slum & Blight project summary with the Committee. Discussion followed. Informational only, no formal action taken.

3. Proposed New View & New Beginnings Training Center

Hamann reviewed New View & New Beginnings project summary with the Committee. Discussion followed. Informational only, no formal action taken.

B. Fair Housing Month

1. Resolution Establishing April 2020 as Fair Housing Month in Oconto County

Hamann reviewed the resolution with the Committee. Motion by Sleeter/Sekela to recommend to County Board approval of the resolution establishing April 2020 as Fair Housing Month in Oconto County. The motion was voted on and carried.

2. Fair Housing Proclamation by County Board Chairperson

Hamann reviewed Fair Housing Proclamation with the Committee. Corrections were made. Informational only, no formal action taken.

3. Fair Housing Letter to Housing Related Businesses by County Board Chairperson

Hamann reviewed letter that will be sent out to Oconto County Business' regarding April 2020 being Fair Housing month in Oconto County. Informational only, no formal action taken.

C. Citizens Participation Plan

1. Recommend Revised CDBG Citizens Participation Plan

Hamann reported to Committee that address noted on previous plan was incorrect. Revised plan has the address corrected. Motion by Frank/McMahon to recommend to County Board a resolution for approval of the Revised Community Development Block Grant (CDBG) Citizens Participation Plan. The motion was voted on and carried.

2. Citizens Participation Committee – Report on Meeting Held

Hamann provided handout of draft 3-4-2020 CDBG Citizens Advisory Committee meeting minutes and reviewed it with the Committee. Citizens Participation Committee is in full support of both Slum & Blight and New View/New Beginnings Training Center projects. Informational only, no formal action taken.

3. Review of Required Public Hearing Notice

Hamann reviewed public notice with the Committee. Public Hearing will take place on 3-19-2020 during the regular County Board meeting. Informational only, no formal action taken.

D. Resolution Regarding Relocation and Anti Displacement Plan

Hamann provided an updated resolution and reviewed it with the Committee along with the Relocation and Anti Displacement Plan. Motion by Sleeter/McMahon to recommend to County Board for approval the Relocation and Anti Displacement Resolution and Plan. The motion was voted on and carried.

E. Project Funding

1. Resolution to Close Out Revolving Loan Funds

Hamann reviewed the resolution to Close-Out Revolving Loan Funds with the Committee. Discussion followed. Motion by Sleeter/McMahon to recommend to County Board for approval the resolution to Close-Out Revolving Loan Funds. The motion was voted on and carried.

2. Resolution to Commit Other Funds for CDBG Applications

Hamann reviewed the resolution with the Committee. Discussion followed. Motion by Frank/Sekela to recommend to County Board for approval of the resolution authorizing to Commit Other Fund – CDBG Application with a fiscal impact of \$50,000.00. The motion was voted on and carried.

F. Project Submittals

1. Approval of CDBG – Slum & Blight Certification and Compliance Form

Hamann reviewed the resolution with the Committee. Discussion followed. Motion by Frank/Sekela to recommend to County Board for approval the resolution On Community Development Block Grant (CDBG) – Slum & Blight Certification and Compliance Form. The motion was voted on and carried.

2. Resolution for the Submission of a CDBG Application – Slum & Blight

Hamann reviewed the resolution with the Committee. Discussion followed. Motion by McMahon/Sekela to recommend to County Board the resolution for the Submission of a Community Development Block Grant (CDBG) Application – Slum & Blight. The motion was voted on and carried.

3. Resolution for the Submission of a CDBG Application – New View & New Beginnings Training Center

Hamann reviewed the resolution with the Committee. Discussion followed. Motion by Sleeter/Frank to recommend to County Board for approval the resolution for the Submission of a Community Development Block Grant (CDBG) Application – New View/New Beginnings Training Center. The motion was voted on and carried.

10. Approval of New Bank Account New View Industries

Reimer/Kline addressed the Committee regarding moving bank accounts from BMO Harris. Discussion Followed. Motion by McMahon/Frank to approve moving the New View Industries Client Savings account from BMO Harris Bank to Peshtigo National Bank with authorized signatories to be Michael Reimer - Health & Human Services Director, Betty Bickel - Health & Human Services Business Manager and William Kline, Health & Human Services Vocation Service Manager. The motion was voted on and carried.

Motion by McMahon/Frank to approve moving New View Industries business checking account from BMO Harris to two Stephenson National Bank & Trust accounts with authorized signatories to be Michael Reimer - Health & Human Services Director, Betty Bickel - Health & Human Services Business Manager and William Kline, Health & Human Services Vocation Service Manager. The motion was voted on and carried.

11. Approval of New Bank Account for New Beginnings

Reimer/Kline addressed the Committee regarding moving the New Beginnings bank account from BMO Harris Bank to Peshtigo National Bank. Discussion followed. Motion by Sleeter/Sekela to approve moving the New Beginnings Bank account from BMO Harris Bank to Peshtigo National Bank with authorized signatories to be Michael Reimer - Health & Human Services Director, Betty Bickel - Health & Human Services Business Manager and Penny Helmle - Health & Human Services Economic Support Manager. The motion was voted on and carried.

12. Authorization to Attend Meeting(s), If Any

- Bednarik plans to attend 3/12/20 NWTC meeting, but requesting authorization for Sleeter to attend if Bedarik unable to attend. Motion by Sekela/Frank to approve authorization for Sleeter to attend NWTC meeting on 3/12/20 if Bednarik is unable to attend. The motion was voted on and carried.
- Motion by Sleeter/McMahon to authorize any County Board member who wishes to attend 5-6-20 Wisconsin Counties Association District meeting in Weston. The motion was voted on and carried.

13. Audit All Current Claims and Accounts Against the County and the Dog License Fund; Approve Payment of Same and Authorize the Issuance of County Orders Therefore

A. Report of Vendors Paid 2/1/20 – 2/29/20 – All Co. Depts. Except Human Services - Reviewed.

B. Report of Vendors Paid 2/1/20 – 2/29/20 – Human Services - Reviewed.

C. Report of Mo. Per Diem & Expense Reimbursement for Month of January (paid 2/20/20) - Reviewed.

14. Announcements/General Information

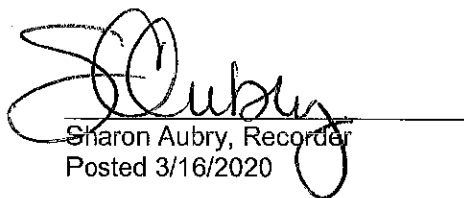
- Peterson informed the Committee there are currently 2,000 – 2015 delinquent tax notices being mailed out.

15. Set Next Meeting Date

April 13, 2020 at 9:30 a.m.

16. Adjournment

Meeting was adjourned by the Chair at 11:44 a.m.



Sharon Aubry, Recorder
Posted 3/16/2020