

**MINUTES**  
**MONDAY, JUNE 8, 2020 – 9:30 A.M.**  
**FINANCE/INSURANCE COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS**  
**CONFERENCE ROOM #1003 – 1<sup>ST</sup> FLOOR COURTHOUSE BUILDING “A”**  
**301 WASHINGTON ST., OCONTO WI 54153-1620**  
[www.co.oconto.wi.us](http://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 Ellington, Corporation Counsel; Sharon Aubry, Confidential Assistant; Lisa Sherman, Finance Director; Ron Christensen, Veterans Service Officer; Brian Gross, LIS Administrator; April Flores, Property Lister; Jessica Olson, Deputy Treasurer

TIME MEETING BEGAN: 9:00 a.m.

**1. Approval of Agenda**

**A. Change of Sequence** – Noted items 4, 5 6 & 7 will addressed when Corporate Counsel returns from Court.

**B. Removal of Items** - None

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

**2. Approval of Minutes of Previous Meetings of May 11, 2020**

Motion by Sleeter/Sekela to approve minutes as presented for May 11, 2020. The motion was voted on and carried.

**3. Communications - None**

**4. Discussion of the Evans/JMMBEM litigation**

Matter was deferred to closed session.

**5. Closed Session: The Committee may convene into closed session, pursuant to Wisconsin Statute Sec. 19.85(1)(g) for the purpose of discussing updates and strategy for pending County litigation.**

Motion by Frank/McMahon to move to closed session at 9:36 am. The motion was voted on and carried.

**6. Return to Open Session: The Committee shall return to open session to conduct legal business, as allowed by Wisconsin Statute Sec. 19.85(2).**

Motion by Sekela/Frank to return to open session to conduct legal business, as allowed. The motion was voted on carried. Motion by Sekela/Frank to allow lawsuit to proceed through normal legal channels. The motion was voted on and carried.

**7. Discuss/Approve Land Sale Bids, If Any**

Peterson reviewed the land sale bids and information received:

- Parcel #019-3626036333 – Faye Lane – Received high bid of \$76,558.00.
- Parcel #022-46270354 – County Y – Numerous calls received on this property. Wetland delineation would be needed. Consensus to lower bid from \$50,000.00 to \$25,000.00.
- Parcel #036-2323021121C – Tar Dam Road – Eviction is complete.
- Parcel #042-030300333B – State Highway 32 – Consensus to reject bids received due to litigation.

Motion by McMahon/Sleeter to Accept the bid of \$76,558.00 on parcel #019-3626036333, Lower minimum bid on parcel #022-46270354 from \$50,000.00 to \$25,000.00, and reject bid on parcel #042-030300333B due to litigation. The motion was voted on and carried.

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

Hamann reported zero property claims, one liability claim in which we are waiting for the State on and zero work comp claims. Informational only, no formal action taken.

**9. Report of Finance Director**

**A. County Sales Tax Report**

Sherman reviewed the Sales Tax report 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.

**10. Meet with Treasurer – Treasurers Report March and April**

**A. Treasurer Report.**

Peterson handed out and reviewed the Treasurers report with the Committee. Peterson looking for feedback on possibly closing the Associated Investment account and transfer the funds to Stephenson National Bank Investment account. Discussion followed. Peterson will move the funds as discussed.

**B. Discuss Delinquent Tax Issue on Parcel #024-26320092147 (Figlinski's – 2015 Tax Year)**

Peterson reviewed delinquent tax due on parcel #024-26320092147. Gross/Flores addressed the Committee indicating that in 2015, there were two parcels and in 2016, the parcels were combined. 2015 was the last year the two parcels were taxed separately and the delinquent notices were never sent. Property owner requesting to pay principal only due to this error. Motion by Frank/Sleeter to waive interest, fees and penalties and allow the property owner to pay the principle to bring the taxes current due to administration error. The motion was voted on and carried.

**C. Deputy Treasurer – Wage Adjustment Request**

Peterson reported she does not support the wage adjustment request received. Olson addressed the Committee and reviewed a letter she submitted requesting a wage adjustment and explained the reasons she is requesting a change from H1 to H3. Discussion followed. Motion by Sleeter to move Deputy Treasurer from H1 to H3. The motion died for lack of a second. No other formal action taken.

**11. Meet with Veteran Service Officer**

Christensen provided a handout and reviewed the activity report with the Committee. Informational only, no formal action taken.

**12. Small Business Emergency Response Loan**

Hamann reviewed a proposal to create a Small Business Emergency Response Loan. Discussion followed. Informational only, no formal action taken.

**13. Acquisition of Property Near Courthouse**

Hamann reviewed property at 145 Washington and questioned if the Committee would still be interested in acquiring the property and if so how would the County should pay for it. Discussion followed. Motion by Sleeter/Sekela to pursue acquiring property at 145 Washington Street and use \$100,000.00 out of 2021 Capital Improvement budget. The motion was voted on and carried.

**14. Draft Revision to 2020-2024 Capital Improvement Budget**

Hamann reviewed draft with the Committee and is requesting suggestions. Discussion followed. Consensus was to maintain a 1% increase of the 2019 for projections. Ortho photos should come out of land records, GPS already purchased, should be removed, Highway Safety should come from Highway retained earnings and leave all noted as post-poned to be reviewed again at budget time. No formal action taken.

**15. Review County Investment Policy**

Hamann reviewed the County Investment Policy and asked if any changes are needed. Motion by Frank/McMahon to reapprove current investment policy as is. The motion was voted on and carried.

**16. Funding for Possible Payout of Unused Vacation in 2020 Due to COVID-19**

Hamann reviewed the possible ideas to deal with unused vacation due to COVID-19. It has been suggested that the County allow 3 weeks of unused vacation to be carried over and to payout anything over three weeks that has not been used by the end of the year due to COVID. The fiscal impact would be approximately \$215,000.00. Hamann reports that there are a few Department Heads that are not in favor of this idea. Discussion followed. Committee not supportive of any proposed payout of unused vacation due to COVID and no changes should be made to current policy. No formal action taken.

**17. Proposed Financial Management Policy Change – County Board Per Diem**

Hamann reviewed policy change request received to change meeting per diem for County Board Supervisors from one per diem per day to two per diems in any given day for multiple meetings. Fiscal impact would be nominal. Discussion followed. Motion by Frank/Sekela to recommend one and one half per diems per day for County Supervisors that attends more than one meeting per day when the meetings are not within an hour of each other. The motion was voted on and carried.

**18. Authorization to Attend Meeting(s), If Any - None**

**19. 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 5/1/20 – 5/31/20 – All Co. Depts. Except Human Services - Reviewed.
- B. Report of Vendors Paid 5/1/20 – 5/31/20 – Human Services - Reviewed.
- C. Report of Mo. Per Diem & Expense Reimbursement for Month of /April (paid 5/20/20) - Reviewed.

**20. Announcements/General Information**

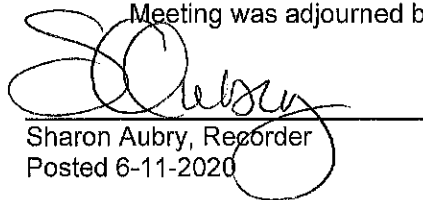
- County Board will be held at Holy Trinity Church at 10am for June & July. The 2020 Strategic Planning session has been scheduled for June 25, 2020 at 10 am at Holy Trinity Church.
- Sherman reported credit card limit approved from \$20,000.00 to \$25,000.00.
- Sekela looking for input regarding impact of changing County email domain to .gov.

**21. Set Next Meeting Date**

July 13, 2020 at 9:00 a.m.

**22. Adjournment**

Meeting was adjourned by the Vice Chair at 11:00 a.m.



Sharon Aubry, Recorder  
Posted 6-11-2020