

MINUTES
MONDAY, JULY 13, 2020 – 9:00 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; Mike Reimer

TIME MEETING BEGAN: 9:00 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 June 8, 2020

Motion by Frank/Sleeter to approve minutes as revised for June 8, 2020. The motion was voted on and carried.

3. Communications - None

4. Discuss/Approve Land Sale Bids, If Any

Peterson reports bid of \$61,000.00 was received on County Y property, parcel #022-46270354.

Motion by Sleeter/McMahon to accept the bid of \$61,000.00 on parcel #022-46270354. The motion was voted on and carried. Peterson reports there have been no bids received on Tar Dam Road property; parcel #036-2323021121C. Motion by Frank/Sleeter to lower minimum bid from \$50,000.00 to \$25,000.00 on Tar Dam Road property, parcel #036-23230211221C. The motion was voted on and carried. Ellingson reports an attorney has been retained on parcel #042-030300333B and she will be filing documents for a motion to dismiss. Ellingson also reported that several items were removed from the property (furnace & sinks) but they have since been returned and will need to be reinstalled.

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

Hamann reported one property claim (Sheriff Office), 3 liability claims (Member of public fall & Two Inmates suing for damages due to injury and conditions – Inmate claims have been sent to Aegis). Two work comp claims (one Sheriff and one Hwy) with no lost time. Informational only, no formal action taken

6. Report of Finance Director

A. County Sales Tax Report

Sherman reviewed the Sales Tax report with the Committee. Hamann reviewed upcoming expenditures. 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. Quarterly Financial Summary

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

7. Meet with Treasurer – Treasurers Report March and April

A. Treasurer Report.

Peterson handed out and reviewed the Treasurers report with the Committee. Discussion followed. Informational only, no formal action taken.

B. Approval of 2018 Outstanding Check List

Peterson reviewed list of outstanding 2018 checks. Discussion followed. Motion by Sleeter/McMahon to approve voiding outstanding checks from 2018. The motion was voted on and carried.

C. Discuss/Approve InRem Tax Foreclosure Process

Ellingson reviewed the difference between InRem & current process with the Committee. Peterson reports InRem is a much quicker system as timeframes are different from current process. Discussion followed. Committee is interested in moving to InRem. Ellingson will put together a timeline and information needed to put InRem process in place.

D. Discuss and Approve Changes to Chapter 5 Ordinance

Peterson explained to the Committee an issue that came up in June on a land sale – buyer did not have full purchase funds paid by deadline and requested additional 24 hours to pay in full. Peterson requesting language be added to address situation going forward. Discussion followed. Peterson will bring ordinance language to next meeting making it clear payment in full by deadline or property goes back up on the online auction site.

8. Meet with Veteran Service Officer

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

9. 2021 Budget Guidance letter

Hamann reviewed guidance letter with the Committee. Discussion followed. Frank requesting equalized actual values be added to the letter. Hamann reports he has received a request for 1% across the board wage increase effective January 2021. Reimer addressed the Committee in support of employees receiving an across the board wage increase January 2021 and respectfully requests the Committee consider it. Discussion followed. Consensus of Committee is to leave as a step increase only effective January 2021 with no across the board increase. Haman reported all previously received Capital Budget requests would be reviewed. Motion by Frank/McMahon to recommend the Budget Guidance Letter to the County Board as discussed. The motion was voted on and carried.

10. 2021 Budget Process Schedule

Hamann requests dates be set for budget process. September 23, 24 & 25, 2020 were selected.

11. Review Preliminary Draft of 2021-2025 Capital Improvement Plan

Hamann reviewed preliminary draft with the Committee. Haman reports Emergency Management Committee is requesting \$3,155,000.00 to complete the Emergency Radio project for what is being recommended for a 10-site system. An additional \$500,000.00 would be needed if we go with an 11-site system. Discussion followed. Committee directed Administrative Coordinator to add \$500,000.00 to the 2021 Capital Budget for the radio project to all for the 11-site system. Hamann provided copy of current debt schedule and reviewed it with the Committee. Discussion followed. Hamann requesting input on purchase of Washington Street, Oconto property. Discussion followed. Motion by Sleeter/Sekela to direct Corporation Counsel and Administrative Coordinator to pursue land acquisition of Washington Street, Oconto property. The motion was voted on and carried.

12. Approval of Revised Bay Area Workforce Development Area Consortium Agreement

Hamann reviewed the agreement and changes being proposed with the Committee. Motion by Frank/Sekela to recommend to County Board the Bay Area Workforce Development Area Agreement as revised. The motion was voted on and carried.

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

14. 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 6/1/20 – 6/30/20 – All Co. Depts. Except Human Services - Reviewed.

B. Report of Vendors Paid 6/1/20 – 6/30/20 – Human Services - Reviewed.

C. Report of Mo. Per Diem & Expense Reimbursement for Month of May (paid 6-19/20) - Reviewed.

Motion by Frank/McMahon to approve the current claims and accounts against the County as presented. The motion was voted on and carried.

15. Announcements/General Information

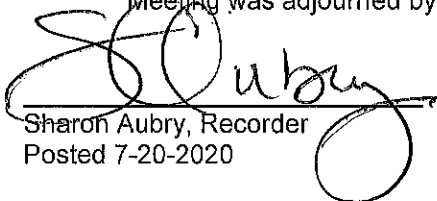
- Sekela reports Timber sales are experiencing a huge decrease. There are currently no active sales.
- Hamann reports former Supervisor Melissa Wellens passed away on 7-10-20.
- Hamann reports Strategic Planning to continue on 8-27-2020.
- Hamann reports two County employees have tested positive for COVID-19 and all necessary process and procedures have been followed.

16. Set Next Meeting Date

August 10, 2020 at 9:00 a.m.

17. Adjournment

Meeting was adjourned by the Chair at 11:29 a.m.



Sharon Aubry, Recorder
Posted 7-20-2020