

MINUTES
KENOSHA COUNTY
FINANCE/ADMINISTRATION COMMITTEE
Thursday, October 11, 2018

MEMBERS PRESENT: Terry Rose, Ron Frederick, Edward Kubicki, Jeffrey Gentz, John O'Day, Michael Goebel, and Jeff Wamboldt, YIG Member Daniel Mleczo and YIG Member Anika Katt

OTHER SUPERVISORS PRESENT: Supervisors Gabe Nudo and Zach Rodriguez

PLACE: KCAB, Committee Conference Room

DATE: October 11, 2018

Chairman Rose called the meeting to order at 6:30 p.m.

CITIZENS COMMENTS

There were none.

REPORTS FROM THE CHAIRMAN

There were none.

REPORTS FROM COMMITTEE

There were none.

APPROVAL OF MINUTES (0:27)

Motion by Supervisor Gentz approve the minutes from September 13, 2018. Second by Supervisor Kubicki. All aye, motion carried, including YIG Members.

COUNTY EXECUTIVE – Request to Approve the Appointment of Michelle Miloslavic to the Kenosha County Library System Board (0:37) - Robert Riedl, Director, Division of Human Resources, presented this item. Motion by Gentz to approve. Second by Kubicki. All aye, motion carried, including YIG Members.

COUNTY EXECUTIVE – Request to Approve the Appointment of Michael Pitts to the Kenosha County Housing Authority Board (2:00) - Robert Riedl, Director, Division of Human Resources, presented this item. Motion by Kubicki to approve. Second by Wamboldt. All aye, motion carried, including YIG Members.

COUNTY EXECUTIVE – Request to Approve the Appointment of Clara-Lin E. Tappa as Director of the Kenosha County Division of Human Resources (3:06) - Robert Riedl, Director, Division of Human Resources, presented this item. Motion by Frederick to approve. Second by Goebel. All aye, motion carried, including YIG Members.

SHERIFF – 2018 Resolution WI DOT Bureau of Transportation Safety (BOTS) – Alcohol Enforcement Grant 2018-2019 (4:13) - Chief Deputy Levin presented this item. Motion by O'Day to approve. Second by Wamboldt. All aye, motion carried, including YIG Members.

PUBLIC WORKS - Letter to Finance to Repurpose Capital Funds to Purchase a Tri-Axle Truck for the Highway Division (5:33) - Jim Kupfer, CFO Public Works, presented this item. Motion by Frederick to approve. Second by Goebel. All aye, motion carried, including YIG Members.

FINANCE - Presentation of 2017 Audit Report (8:33) - Kathryn Andrea, Andrea & Orendorff, presented the 2017 Audit Report submitted by Schenck SC, Certified Public Accountants, Green Bay, WI. It was noted, bottom line, there were no findings, which has been the case for several years, and is confirmation that processes, procedures, and staff the County has in place are all in line with best practice industry standards. Motion by Gentz to receive and place on file. Second by Frederick. All aye, motion carried, including YIG Members.

COUNTY CLERK – Tax Deed Properties (40:14) - Mary Kubicki, County Clerk, presented.

The committee set minimum auction pricing for the following parcels:

- 07-222-13-153-056 Motion by Frederick \$60,000 – Second by Gentz – All aye, motion carried, YIG – aye.
- 09-222-36-154-013 Motion by Frederick \$55,000 – Second by O'Day – All aye, motion carried, YIG – aye.
- 70-4-120-184-1580 Motion by Kubicki \$90,000 – Second by Gentz – All aye, motion carried, YIG – aye.
- 70-4-120-283-0415 Motion by Kubicki \$25,000 – Second by Wamboldt – All aye, motion carried, YIG – aye.
- 12-223-31-133-007 Motion by Gentz \$2,000 – Second by Kubicki – All aye, motion carried, YIG – aye.
- 70-4-120-281-0690 Motion by Frederick \$3,000 – Second by Gentz – All aye, motion carried, YIG – aye.
- 95-4-119-112-1112 Motion by Kubicki \$5,000 – Second by O'Day – All aye, motion carried, YIG – aye.

(53:22) Regi Bachochin, Deputy County Clerk, provided an update regarding the October Auction which resulted in proceeds of \$421,689, minus taxes paid back, other fees received, and tax write offs for an overall total of \$309,661. County Clerk Mary Kubicki explained the auction day process.

AUDIT OF BILLS (1:04:10)

REPORT FROM DEPARTMENT OF ADMINISTRATION (1:04:31)

The committee was reminded that Budget Sessions will be held October 22 thru 25, 2018 at 6:00 p.m.

Human Resources – Clara Tappa, Human Resources Director, noted that employee handbook updates would be presented at the October 23 budget hearing.

General Fund Balance Report (1:04:14) – Barna Bencs, Budget Director, presented.

Treasurer’s Report(s) – Delinquent Tax – Monthly Update – October 3, 2018 – presented.

Register of Deeds Report – September 2018 – presented.

County Clerk Report – September 2018 – presented.

Monthly Statement – October 11, 2018 – presented.

Budget Modification – October 11, 2018 - presented.

Motion by Gentz to adjourn. Second by Kubicki. All aye, motion carried, including YIG Members.

The Committee adjourned at 7:42 p.m.

Respectfully Submitted,

Recording of the minutes is available.

Prepared by: April Webb, Senior Administrative Assistant