



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Tuesday January 17, 2012

TIME: 6:45 PM

PLACE: UW - Manitowoc
705 Viebahn Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
2. Approve the minutes of the December 20th, 2011 Finance Committee meeting. Approve vouchers for the month of December 2011 in the amount of \$2,377,168.94.
3. Review and approve amended Manitowoc County Fixed Asset Capitalization and Inventory policy including Infrastructure.
4. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Juvenile Detention Center and Adult Jail Population Reports for the month of December 2011.

Date: January 10, 2012

Mary Muench, Committee Chair
By: Todd H. Reckelberg, Comptroller/Auditor

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Finance Committee
UW-Manitowoc, Cafeteria
705 Viebahn St., City of Manitowoc, WI
January 17, 2012

Attendance: Chairperson Mary Muench, Supervisor Jim Brey, Supervisor Greg Dufek, Supervisor Chuck Hoffman, and Supervisor Rita Metzger.

Also Present: Comptroller Todd Reckelberg and County Clerk Jamie Aulik.

Call to Order: The meeting was called to order by Chairperson Muench at 6:46 p.m.

Approve Minutes of December 20, 2011 Finance Committee meeting: Supervisor Brey made a motion to approve the minutes of the December 20, 2011 Finance Committee, seconded by Supervisor Hoffman. Upon vote, the minutes passed 5-0.

Vouchers for the month of December 2011 in the amount of \$2,377,168.94: Supervisor Hoffman made a motion to accept the vouchers in the amount of \$2,377,168.94, seconded by Supervisor Brey. Upon vote, the motion passed 5-0.

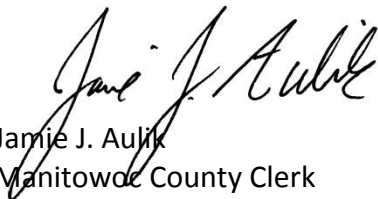
Review and approve amended Manitowoc County Fixed Asset Capitalization and inventory policy including Infrastructure: Comptroller Reckelberg explained that Manitowoc County needed to amend its fixed asset capitalization rules by increasing dollar figures to bring it up to date. He asked for supervisors' approval and that it would be placed on file in his office.

Supervisor Brey made a motion to approve the amended Fixed Assets Capitalization and Inventory plan, seconded by Chairperson Muench. Upon vote, the motion passed unanimously.

For informational purposes only, Chairperson Tittl said that the Lakeshore Humane Society had been asking him to discuss the pound contract and he would like it listed as an item for discussion at the next Finance Committee meeting.

Supervisor Brey made a motion to adjourn, seconded by Supervisor Hoffman. Upon unanimous vote, the Finance Committee adjourned at 6:56 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Monday February 13, 2012
TIME: 4:30 PM
PLACE: Administration Building
1110 S. 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
2. Approve the minutes of the January 17th, 2012 Finance Committee meeting. Approve vouchers for the month of January 2012 in the amount of \$2,565,304.84.
3. Steven Rollins – Corporation Counsel
 - ✓ Ordinance Repealing Manitowoc Code Section 4.125 (Preference in Sale of Tax Deeded Land).
4. Jeff Beyer - Public Works Director:
 - ✓ Tax Deeded Property – consider sale of property #052-355-040-003.00, 2408 S. 14th Street City of Manitowoc.
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
6. Paul Tittl – County Board Chair:
 - ✓ Discussion regarding Dog Pound, Humane Society.
7. Todd Reckelberg, Comptroller/Auditor:
 - ✓ Update on year end 2011 and looking forward to 2012.
8. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Juvenile Detention Center and Adult Jail Population Reports for the month of January 2012.
 - ✓ Memo from Jamie Aulik County Clerk dated February 2, 2012 regarding 2011 Year-end report to the Finance Committee.
 - ✓ Memorandum from Jamie Aulik County Clerk to Finance Committee regarding Update on the Dog License Fund and Input on Un-designating the County Pound.

Date: February 9, 2012

Mary Muench, Committee Chair
By: Todd H. Reckelberg, Comptroller/Auditor

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Finance Committee

Administration Building
1110 S. 9th St., City of Manitowoc, WI
February 13, 2012

Attendance: Chairperson Mary Muench, Supervisor Jim Brey, Supervisor Greg Dufek, Supervisor Chuck Hoffman, and Supervisor Rita Metzger.

Also Present: County Executive Bob Ziegelbauer, Comptroller Todd Reckelberg, Corporation Counsel Steve Rollins, IT Director Bob Blashe, County Board Chair Paul Tittl, Supervisor Kevin Behnke, Public Works Director Jeff Beyer, Lakeshore Humane Society Secretary Keith Philippi, and Deputy County Clerk Lois Kiel.

Call to Order: The meeting was called to order by Chairperson Muench at 4:30 p.m.

Public Input: Keith Philippi, Lakeshore Humane Society Secretary, read a prepared statement requesting Manitowoc County to re-designate the Lakeshore Humane Society as the county pound. Mr. Philippi apologized on behalf of the Board of Directors because the organization temporarily strayed off course from its mission. They are now re-focused to make improvements in their programs and services, accepting all animals and providing humane care until they find a permanent home.

Approve Minutes of January 17th, 2012 Finance Committee meeting: Supervisor Brey moved to approve the minutes of the January 17th Finance Committee, seconded by Supervisor Metzger. Upon vote, the motion passed 5-0.

Vouchers for the month of January 2012 in the amount of \$2,565,304.84: Supervisor Hoffman moved to accept the vouchers in the amount of \$2,565,304.84, seconded by Supervisor Brey. Upon vote, the motion passed 5-0.

Ordinance Repealing Manitowoc Code Section 4.125 (Preference in Sale of Tax Deeded Land): Corporation Counsel Steve Rollins explained that the current process for the sale of tax deeded land is not cost effective for Manitowoc County. Repealing Section 4.125 will allow each sale to be determined on a case by case basis.

Supervisor Brey moved, seconded by Supervisor Dufek, the committee unanimously voted to enact the Ordinance Repealing Manitowoc Code Section 4.125 (preference in Sale of Tax Deeded Land).

Sale of Tax Deed Property – 2408 South 14th Street, City of Manitowoc: Department Director Jeff Beyer explained that an offer of \$7,000 has been received on the property that was potentially deemed for demolition. He noted that the foundation is sound and the buyer plans to renovate the structure.

Supervisor Hoffman moved, seconded by Supervisor Metzger, the committee unanimously voted to approve the sale of the property.

Information Systems Department Report: IS Director Bob Blashe reported that a “cold wall curtain” has been installed in their department that will contain hot air in the hot side of the room and cold air on the cold side of the room. This “going green” cost saving device came with many rebates. He gave an overview of department projects and answered supervisors’ questions.

Update on year end 2011 and looking forward to 2012: Comptroller Reckelberg reported that he will present information next month on a refunding bond that could have a potential savings of \$350,000 over the next twelve years for Manitowoc County. He explained that the rate was five percent in 2011 and the 2012 rate is under three percent. He also noted that the process will be moving forward expeditiously so that the 2010/2012 County Board will vote on it before the new Board takes office.

Executive Ziegelbauer explained that while 2011 was bumpy, we will close out the year with a modest amount of revenue left over to put in the bank. The project in 2012 will be overtime. While we have made progress in controlling the amount of overtime and are in a stable position moving forward, we will continue to monitor and make changes as necessary. Supervisor Brey asked about Manitowoc County hiring more officers. Executive Ziegelbauer explained that hiring more officers may be more efficient because the overtime rate for a new officer would be approximately \$35.00 per hour versus an overtime rate of \$53.00 for a veteran officer.

Discussion Regarding Dog Pound, Humane Society: County Clerk Aulik was unavailable to attend the meeting due to military school. He sent a memorandum that explained how \$44,056.80 was remitted back to municipalities for 2011 because the county did not have designated pound. When the county had a designated pound, that amount would have gone to the Lakeshore Humane Society. The effects of municipalities receiving revenue back at the end of the year are two-fold; municipalities are more likely to promote licensing dogs, and due to the increased incentive to license, there is a reduced public health hazard of unvaccinated dogs. Clerk Aulik noted in the memorandum that when he spoke at a recent Villages Association meeting, those municipalities felt positive about the change to undesignating the county pound.

County Board Chair Tittl explained that the Lakeshore Humane Society had contacted him to request the reopening of negotiations. Chair Tittl said that when he spoke on the subject at a recent Towns Association meeting, the town board members expressed concern about current contracts they had with other agencies. When he asked the audience who would be interested in reopening discussions with the Lakeshore Humane Society, no one raised their hand.

Supervisor Brey said that he had previously asked the Lakeshore Humane Society to reconsider negotiations and they declined. Supervisor Behnke said that the Towns of Centerville and Newton, and the Village of Cleveland would not be interested in the county designating a pound. He also noted that the Towns are willing to put their money together to support each other in the event of a major animal neglect occurrence. Supervisor Hoffman said that the Town of Mishicot also would not be interested a county designated pound.

Supervisor Dufek made a motion to adjourn, seconded by Supervisor Hoffman. Upon unanimous vote, the Finance Committee adjourned at 5:16 p.m.

Respectfully submitted,

Lois Kiel
Deputy County Clerk



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Monday, March 12, 2012

TIME: 4:30 PM

PLACE: Administration Building
1110 S. 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
2. Approve the minutes of the February 13th, 2012 Finance Committee meeting. Approve vouchers for the month of February 2012 in the amount of \$2,777,532.93.
3. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
4. Todd Reckelberg, Comptroller/Auditor:
 - ✓ Resolution Denying Claim (Jerold McDonell)
 - ✓ Resolution Regarding Issuance of Approximately \$3,800,000 In Taxable General Obligation Refunding Bonds.
 - ✓ Update on year end 2011 and looking forward to 2012.
5. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Juvenile Detention Center and Adult Jail Population Reports for the month of February 2012.

Date: March 7, 2012

Mary Muench, Committee Chair
By: Todd H. Reckelberg, Comptroller/Auditor

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Manitowoc County Finance Committee
Administration Building
1110 S. 9th St., City of Manitowoc, WI
March 12, 2012

Attendance: Vice-chair Jim Brey, Supervisor Greg Dufek, Supervisor Chuck Hoffman, and Supervisor Rita Metzger (4:36 p.m.).

Chairperson Mary Muench was excused.

Also Present: County Executive Bob Ziegelbauer, Comptroller Todd Reckelberg, Treasurer Cheryl Duchow, Brad Viegut of Baird, and County Clerk Jamie Aulik.

Call to Order: The meeting was called to order by Chairperson Brey at 4:31 p.m.

Public Input: Chairperson Brey called for public input three times. Seeing none, public input was closed at 4:32 p.m.

Approve Minutes of February 13, 2012 Finance Committee meeting: Supervisor Hoffman made a motion to approve the minutes of the February 13, 2012 Finance Committee, seconded by Supervisor Dufek. Upon vote, the motion passed 3-0.

Vouchers for the month of February 2012 in the amount of \$2,777,532.93: Chairperson Brey made a motion to accept the vouchers in the amount of \$2,777,532.93, seconded by Supervisor Hoffman. Upon vote, the motion passed 3-0.

Resolution regarding issuance of approximately \$3,800,000 in taxable general obligation refunding bonds: Brad Viegut of Baird explained that this action would effectively exchange debt that presently has a higher interest rate for a lower interest rate. He said that the scenario is very similar to late last year's debt refinancing. If the refinance is approved by the Finance Committee, he would have a final figure on the interest for the March 20 County Board meeting. Using current figures, he estimated about \$429,699 in gross savings over 12 years. Supervisor Hoffman made a motion to approve the refinancing, seconded by Supervisor Metzger. Upon vote, the motion passed 4-0.

Review IS Department operations and report: Director Blashe reported that GIS Coordinator Cathy Delain received a 2nd place award from the Wisconsin Land Information Association for her county road map. He also noted that they received a letter from CMHC, a company that is a software vendor for the Human Services Department, announcing the end of life for the program in five years. He noted that the tone of letter indicated that the company seemed to be pushing for us to stop using their product within that time period and that it may be an opportune time to look around for different vendors. He said that replacing CMHC would likely be an expensive and possibly lengthy process. Discussion followed.


Resolution Denying Claim (Jerold McDonnell): Comptroller Reckelberg said that Mr. McDonnell's claim was to reimburse him for his bail. Comptroller Reckelberg submitted the claim to the county's insurance

company and they recommended denying the claim. Supervisor Hoffman made a motion to deny the claim, seconded by Supervisor Metzger. Upon vote, the motion carried unanimously.

Update on Year End 2011 County Finances and Looking Forward to 2012: County Executive Ziegelbauer said that they have been having success with the change to the overtime rules and have been tracking the progress since the change went into effect. He noted that some areas of county government have more flexibility to change rules than others. Their present focus is on the Joint Dispatch Center, Jail, and Patrol. He said that the two main reasons for non-Fair Labor Standards Act overtime was for people covering for sick leave and firearms training. He noted that the labor contract is somewhat inflexible on those issues, and that the addition of part-time help should aid in easing the ability to properly staff those areas when cases arise, with the added benefit of increased employment. He also noted that our HSA plan has coverage for preventative care and even though employee coverage of their fringe benefit packages aren't completely equal, there is roughly 80% of equity between the sworn staff and other employees. Overall, this year's budget is benefitting from mild weather, because there is less overtime in the Highway Department and there are also utility cost savings. Overall, last years' budget should be a surplus of somewhere around a few hundred thousand dollars.

Supervisor Dufek made a motion to adjourn, seconded by Supervisor Hoffman. Upon unanimous vote, the Finance Committee adjourned at 5:07 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Monday April 9, 2012
TIME: 4:30 PM
PLACE: Administration Building
1110 S. 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
2. Approve the minutes of the March 20th, 2012 Finance Committee meeting. Approve vouchers for the month of March 2012 in the amount of \$3,088,892.16.
3. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
4. Todd Reckelberg, Comptroller/Auditor:
 - ✓ Resolution Authorizing Sale of Tax Deeded Property to the City of Two Rivers (To be handed out at meeting).
 - ✓ Discussion and possible action regarding the Sale of Tax Deeded Property – 1012 Hamilton Street, Manitowoc, Parcel Number 052-000-287-190.00, IR2008-14
 - ✓ Update on year end 2011 and looking forward to 2012.
5. Communications and other information contained within your finance packet:
 - ✓ Copy of communications from Corporation Counsel Steven Rollins to Jerold McDonell regarding Notice of Disallowance of Claim.

Date: April 4, 2012

Mary Muench, Committee Chair
By: Todd H. Reckelberg, Comptroller/Auditor

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Monday, May 14, 2012

TIME: 4:30 PM

PLACE: Administration Building
1110 S. 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order by Chair Jim Brey:
 - A. Election of Finance Committee Vice-Chair
 - B. Election of Finance Committee Secretary
2. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
3. Approve the minutes of the April 9th, 2012 Finance Committee meeting. Approve vouchers for the month of April 2012 in the amount of \$1,989,716.88.
4. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
5. Jamie Aulik – County Clerk
 - ✓ County Clerk's Office update on 2012 Office Operations and Staffing.
 - ✓ Resolution Authorizing Participation In United Way Campaign.
6. Todd Reckelberg, Comptroller/Auditor:
 - ✓ Resolution Disallowance of Claim (Edmund Carns)
 - ✓ Update year end 2011, audit progress and reporting.
7. Bob Ziegelbauer, County Executive:
 - ✓ Update on County financial condition and related policies.
8. Discuss and establish a regular meeting date and starting time for Finance Committee (ie. Second Monday of the Month at 4:30 PM)
9. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Juvenile Detention Center and Adult Jail Population Reports for the month of April 2012.

Date: May 8, 2012

Jim Brey, Committee Chair

By: Todd H. Reckelberg, Comptroller/Auditor

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Manitowoc County Finance Committee
Administration Building
1110 S. 9th St., City of Manitowoc, WI
May 14, 2012

Attendance: Chairperson Jim Brey, Supervisor Greg Dufek, Supervisor Chuck Hoffman, and Supervisor Rita Metzger, and Supervisor Todd Holschbach.

Also Present: Maura Yost, County Executive Bob Ziegelbauer, Comptroller Todd Reckelberg, Information Systems Director Bob Blashe, and County Clerk Jamie Aulik.

Call to Order: The meeting was called to order by Chairperson Brey at 4:30 p.m.

Election of Vice Chair: Chairperson Brey called for nominations for Vice Chair. Supervisor Metzger nominated Supervisor Hoffman. Chairperson Brey called for nominations three more times with no other nominations forthcoming. He closed nominations. Supervisor Dufek made a motion to have a unanimous ballot, seconded by Supervisor Holschbach. Upon vote, the motion carried unanimously.

Election of Secretary: Chairperson Brey called for nominations for Secretary. Supervisor Hoffman nominated Supervisor Metzger. Chairperson Brey called for nominations three more times with no other nominations forthcoming. He closed nominations. Supervisor Hoffman made a motion to have a unanimous ballot, seconded by Supervisor Holschbach. Upon vote, the motion carried unanimously.

Public Input: Chairperson Brey called for public input three times. Seeing none, public input was closed at 4:36 p.m.

Approve Minutes of April 9, 2012 Finance Committee meeting: Supervisor Hoffman made a motion to approve the minutes of the April 9, 2012 Finance Committee, seconded by Supervisor Dufek. Upon vote, the motion carried unanimously.

Vouchers for the month of April 2012 in the amount of \$1,989,716.88: Supervisor Hoffman made a motion to approve the vouchers in the amount of \$1,989,716.88, seconded by Supervisor Metzger. Upon vote, the motion passed unanimously.

Review IS Department operations and report: Director Blashe gave a staffing summary and other ongoing updates for his department. Discussion followed.

County Clerk's Office update on 2012 Office Operations and Staffing: Clerk Aulik updated the committee on the significant increase in passports that the office has been dealing with, an update on spring elections and recall elections, and that they received authorization from the Personnel Director and County Executive to have a temporary staff member in the office to help with the significantly increased workload.

Resolution Authorizing Participation In United Way Campaign: Clerk Aulik said that this resolution enables him or other county staff to be able to conduct the United Way Campaign on county time, and that it

designates the United Way as the only charitable organization that can solicit funds from county employees at their workplace.

Supervisor Hoffman made a motion to approve the resolution, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

Resolution Disallowance of Claim (Edmund Carns): Mr. Carns filed a claim for the cost of tires because he claimed he hit potholes on I-43 and damaged tires. The insurance company asked the County Board to deny the claim. There was a motion by Supervisor Hoffman, seconded by Supervisor Metzger to deny the claim. There was discussion that the insurance carrier will defend against the claim if the county agrees with their assessment to deny the claim. Discussion followed. Upon vote, the motion to deny the claim passed unanimously.

Update year end 2011, audit progress and reporting: Comptroller Reckelberg complimented the Human Services Department on their cooperation and timely help with the audit. He noted that at the June or July county board meeting they will hand out the Comprehensive Annual Financial Report.

Update on County financial condition and related policies: County Executive Ziegelbauer had handouts and noted that the impact of Act 10 has allowed for more employees to work this year compared to last year with less cost to the county. He updated committee members on various department financial positions through the first quarter of the year.

He also noted that they are still working with the Sheriff's Office to hire officers to help ease with overtime. He thought that some of them would be hired sometime in June.

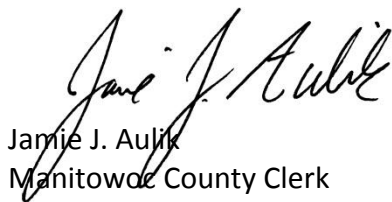
There was also discussion on utility costs.

Discuss and establish a regular meeting date and starting time for Finance Committee: The committee discussed the best meeting time for the membership and regularly attending staff, and it was decided that the regular meeting of the Finance Committee will be the 2nd Monday of the month at 4 p.m.

It was also noted that the committee wanted to take a tour of the Communications and Technology Building, and conduct next month's meeting in the Emergency Operations Center on the first floor.

Adjournment: Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dufek. Upon vote, the motion passed unanimously and the meeting adjourned at 5:02p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowish County Clerk



MANITOWOC COUNTY
FINANCE COMMITTEE
AMENDED MEETING NOTICE

DATE: Monday June 11, 2012

TIME: 4:00 PM

PLACE: Communications & Technology Building (C&T Building)
1024 S. 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order by Chair Jim Brey:
2. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
3. Approve the minutes of the May 14th, 2012 Finance Committee meeting. Approve vouchers for the month of May 2012 in the amount of \$1,983,438.65.
4. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
5. Jeff Beyer – Public Works Director
 - ✓ Sale of Tax Deeded Properties (1012 Hamilton Street Manitowoc and 312 North 6th Street Manitowoc).
6. Todd Reckelberg, Comptroller/Auditor:
 - ✓ Resolution Approving Inter-County Consortium Agreement (Bay Area Counties Consortium – Workforce Development)
 - ✓ *Library Report – 2013 Budget Request with comparative data.*
 - ✓ Update year end 2011 and year 2012 progress update.
7. Bob Ziegelbauer, County Executive:
 - ✓ Update on County financial condition and related policies.
8. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Juvenile Detention Center and Adult Jail Population Reports for the month of May 2012.
 - ✓ Copy of Notice of Disallowance of Claim from Corporation Counsel Steven Rollins to Mr. Edmund Carns.
 - ✓ Copy of Expo Special Revenue Fund Financial Report for April 2012.

Date: June 6, 2012
Amended: June 7, 2012 @ 4:16 p.m.

Jim Brey, Committee Chair
By: Todd H. Reckelberg, Comptroller/Auditor

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Finance Committee Meeting
Communications & Technology Building 1024 S. 9th St., Manitowoc, WI
June 11, 2012

Attendance: Chairman Jim Brey, Supervisor Greg Dufek, Supervisor Charles Hoffman, and Supervisor Rita Metzger. Supervisor Todd Holschbach arrived at 4:25 pm.

Also present: Maura Yost, Comptroller Todd Reckelberg, Payroll Supervisor Terri LaViolette, Information Systems Director Bob Blashe, Public Works Director Jeff Beyer, Treasurer Cheryl Duchow, and County Executive Bob Ziegelbauer.

1. Chairman Jim Brey called the meeting to order at 4:00 p.m.
2. There was no public input.
3. A motion was made by Supervisor Hoffman and seconded by Supervisor Metzger to approve the minutes of the May 14th Finance Committee. Motion passed unanimously.

After discussion on specific vouchers, a motion was made by Supervisor Metzger and seconded by Supervisor Hoffman to approve vouchers for the month of May, 2012 in the amount of \$1,983,438.65. Motion carried unanimously.

4. Jeff Beyer, Public Works Director updated the Committee on the Sale of Tax Deeded Properties (1012 Hamilton Street, Manitowoc and 312 North 6th Street, Manitowoc). After discussion by the Committee, a motion was made by Supervisor Hoffman and seconded by Supervisor Dufek to accept the bid from Rick Pietroske for \$7,000.00 on the 1012 Hamilton Street property, and to accept the bid from John Moder for \$6,000.00 on the 312 North 6th Street property. The Committee understands that the County has incurred expenses greater than the accepted bids. They feel that it is important to get both properties back on the tax roll. Upon vote, motion passed unanimously.
5. Todd Reckelberg, Comptroller/Auditor presented a Resolution Approving Inter-County Consortium Agreement to the Committee. After discussion, a motion was made by Supervisor Metzger and seconded by Supervisor Hoffman to present the Resolution to the County Board. Motion passed unanimously.

A Library Report of the 2013 Budget Request with comparative data was presented to the Committee.

The Committee was given an update on the progress of year end 2011. He reported that the Comprehensive Annual Financial Report for 2011 was currently at the printers and that the Auditors Management Letter should be completed and ready for print by Friday, Monday at the latest. A request was made by Comptroller Todd Reckelberg that a stand up meeting be held at 6:00 pm on Tuesday, June 19th prior to the regular County Board meeting so Auditor Mike Konecny can present his audit findings and answer any questions from the Committee. The Committee requested that they receive a copy of the Management Letter when it becomes available prior to this meeting. Comptroller Reckelberg said he would email a PDF copy of the Management Letter as soon as it was available, which he thought would most likely be on Monday. He also updated the Committee that 2012 so far appears to be on target financially for the County.

6. Bob Ziegelbauer, County Executive updated the Committee on the County financial condition for 2012 and presented and went over with them four handouts that he uses to monitor overtime. He referred to this as the overtime project.

7. Bob Blashe, Information Systems Director presented his monthly report to the Committee explaining ongoing projects in the IS Department. He then showed the Finance Committee the IT area located on the third floor of the Information and Technology Building and answered supervisors' questions.

Paul Hacker, Supervisor of the Joint Dispatch Center, then showed the Committee the Joint Dispatch Center located on the second floor and answered questions.

Motion was made by Supervisor Dufek, and seconded by Supervisor Hoffman to adjourn the meeting at 5:25 pm. Motion carried unanimously.

Respectfully Submitted,



Terri LaViolette

Payroll Supervisor -Temporary recording secretary.



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Tuesday June 19, 2012

TIME: 6:00 PM

PLACE: University of Wisconsin Manitowoc
705 Viebahn Street, Manitowoc, WI 54220
(Cafeteria area)

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order by Chair Jim Brey:
2. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
3. Approve the minutes of the June 11th, 2012 Finance Committee meeting.
4. Todd Reckelberg, Comptroller/Auditor:
 - ✓ Presentation and Report by Comptroller /Auditor and External Auditor from Schenck, Michael Konecny, 2011 Management Letter and 2011 Comprehensive Annual Financial Report.
5. Communications and other information contained within your finance packet:
 - ✓ There were no communications or other information at the time of this notice.

Date: June 12, 2012

Jim Brey, Committee Chair
By: Todd H. Reckelberg, Comptroller/Auditor

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Finance Committee

UW-Manitowoc – Cafeteria
705 Viebahn Street, Manitowoc, WI 54220
June 19, 2012

Attendance: Chairperson Jim Brey, Supervisor Greg Dufek, Supervisor Chuck Hoffman, and Supervisor Todd Holschbach. Supervisor Rita Metzger was excused.

Also Present: County Executive Bob Ziegelbauer, Comptroller Todd Reckelberg, Corporation Counsel Steve Rollins, Mike Konecny and Brian Grunwald of Schenck Solutions, and Deputy County Clerk Lois Kiel.

Call to Order: The meeting was called to order by Chairperson Brey at 6:00 p.m.

Public Input: Chairperson Brey opened public input at 6:01 p.m. No one present wished to speak, therefore Chairperson Brey closed public input at 6:01 p.m.

Approve Minutes of June 11, 2012 Finance Committee meeting: Supervisor Hoffman moved to approve the minutes of the June 11th Finance Committee, seconded by Supervisor Holschbach. Upon vote, the motion passed 4-0.

Annual Report by Comptroller Todd Reckelberg, Auditor and External Auditors from Schenck, Michael Konecny and Brian Grunwald – 2011 Management Letter and 2011 Comprehensive Annual Financial Report: Michael Konecny introduced Brian Grunwald who gave an overview of the 2011 audit. Mr. Grunwald explained that their responsibility was to perform the annual audit which included tests of the County's records, systems, and internal controls along with the county's compliance with laws and regulations. He reported that the County implemented GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, for the fiscal year ended December 31, 2011 in accordance with GASB's requirement. Michael Konecny reported that the General Fund exhibited a good year with a small increase of \$65,000 in total fund balance. He noted that the delinquent taxes reflected on the County's books for 2011 was stable and consistent with that of other counties. The Highway Fund, although reporting a \$766,260 operating loss, overall had a good year when you take into consideration the depreciation amount, and is expected to show an improvement in 2012. The Human Services Fund had an \$18,405 positive fund balance, partially due to the State taking over the Family Care Program. Mr. Konecny also reported that the Aging and Disability Resource Center Fund, the Solid Waste Disposal and Recycling Special Revenue Funds each exhibited a surplus. In summarizing, the General Fund Balance at the end of the year had an adequate balance for cash flow purposes, and the debt service levy of 12 percent of the total tax levy compares very favorably to other counties.

Supervisor Dufek moved to adjourn, seconded by Supervisor Holschbach. Upon unanimous vote, the Finance Committee adjourned at 6:40 p.m.

Respectfully submitted,

Lois Kiel
Deputy County Clerk



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Monday July 9, 2012

TIME: 4:00 PM

PLACE: Administration Office Building
1110 S. 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order by Chair Jim Brey:
2. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
3. Approve the minutes of the June 19th, 2012 Finance Committee meeting. Approve vouchers for the month of June 2012 in the amount of \$2,167,820.44.
4. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
5. Todd Reckelberg, Comptroller/Auditor:
 - ✓ Resolution Authorizing Participation in Northeastern Wisconsin Housing Consortium.
 - ✓ Resolution Denying Claim (Eugene Schmidt).
 - ✓ Report of Economic Interest pursuant to Manitowoc County Code 30.06 and 30.09(2) by Todd Reckelberg.
6. Bob Ziegelbauer, County Executive:
 - ✓ Update on County financial condition and related policies.
 - ✓ Update on Overtime project, Juvenile Detention Center, and City TIF District request.
7. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Juvenile Detention Center and Adult Jail Population Reports for the month of June 2012 were not available at the time of mailing. They will be emailed to you when they become available.

Date: July 3, 2012

Jim Brey, Committee Chair

By: Todd H. Reckelberg, Comptroller/Auditor

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Finance Committee
Administration Building
1110 S. 9th St., City of Manitowoc, WI
July 9, 2012

Attendance: Chairperson Jim Brey, Supervisor Rita Metzger, Supervisor Chuck Hoffman, Supervisor Todd Holschbach, and Supervisor Greg Dufek.

Also Present: County Executive Bob Ziegelbauer and Maura Yost.

Call to Order: The meeting was called to order by Chairperson Brey at 4:00 p.m.

Public Input: Maura Yost, Town of Newton, asked if the reported loss in the highway fund takes into account highway transportation aids.

There was no other public input, therefore Chair Brey closed public input at 4:03 p.m.

Approve the minutes of the June 19th, 2012 Finance Committee meeting: Supervisor Holschbach made a motion to approve the minutes of the June 19, 2012 Finance Committee meeting, seconded by Supervisor Hoffman. Upon vote, the motion passed unanimously.

Approve vouchers for the month of June 2012 in the amount of \$2,167,820.44: Supervisor Metzger made a motion to approve the vouchers, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

Chairperson Brey moved up County Executive Ziegelbauer's reports due to the fact that he had another meeting to attend.

Update on County financial condition and related policies: County Executive Ziegelbauer said that the 2013 budget would likely include a proposal to close the Juvenile Detention Center. He cited the history of an attempt to close it two years ago. He also noted that there has been a low census in the center over the past couple of years and Sheboygan County had considered closing their center which would have possibly given Manitowoc County some revenue, but they are now looking like they will retain their center. He believed that we could save taxpayer money by renting space in other places rather than operating our own Juvenile Detention Center. He knew there would be discussion on the proposal, and wanted to let supervisors know what he was thinking about ahead of time.

Chairperson Brey asked what the figure was for savings using a rental model versus the operation of our own Juvenile Detention Center. County Executive Ziegelbauer said that they would look at the history of the use of the JDC and budget accordingly. He was sure that they can do better than the current cost of operating it. He also noted that the county would be absorbing some Full-Time Equivalent (FTEs) from the operation of the JDC and noted that the Sheriff needed some of them to serve as back up for the jail. Supervisor Metzger was concerned with transporting kids out of county, and that it cost money for transport. County Executive

Ziegelbauer cited the Human Services Department as an example of how the cost of care can add up very quickly.

County Executive Ziegelbauer also talked about progress made on cutting overtime. Overall, overtime is half of what it was last year. He continues to feel positive about the progress that's been made, and he noted that the mild winter weather and a cut to a child support subsidy affected overall overtime as well.

He had handouts with various statistics related to overtime and discussed them.

County Executive Ziegelbauer discussed the City of Manitowoc's proposal to make changes to some of their Tax Incremental Finance (TIF) districts relating to their want to declare distressed and donor districts. The county executive or designee serves as a voting member on the Joint Review Board which gives approval to changes to TIF districts. County Executive Ziegelbauer said that the county will oppose their change to the TIF districts because it amounts to an unnecessary tax increase. He said that the City of Manitowoc should absorb the risk involved with taking on the TIFs.

There was discussion on what a TIF is and how it operates, and philosophies involving TIFs and generating economic development.

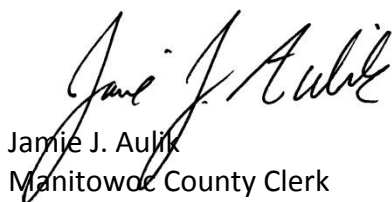
Resolution Authorizing Participation in Northeastern Wisconsin Housing Consortium: Comptroller Reckelberg explained that the resolution would enable Manitowoc County to participate in a grant that would help out anyone that is eligible. Supervisor Hoffman made a motion to pass the resolution, seconded by Supervisor Holschbach. Upon vote, the motion passed 5-0.

Resolution Denying Claim (Eugene Schmidt). Comptroller Reckelberg explained that Mr. Schmidt slipped in the courthouse and given the evidence, the insurance company recommended denying the claim. Supervisor Holschbach had questions on claim procedures, which was answered by Comptroller Reckelberg. Discussion followed. Supervisor Hoffman moved to deny the claim, seconded by Supervisor Dufek. Upon vote, the motion carried unanimously.

Report of Economic Interest pursuant to Manitowoc County Code 30.06 and 30.09(2) by Todd Reckelberg: Comptroller Reckelberg explained that he had a meeting with a WIMMIC representative who paid for his lunch before he could tell him not to. Pursuant to the ethics code, he disclosed the event to the Finance Committee. The total cost for lunch was approximately \$6.50.

Adjournment: Supervisor Dufek made a motion to adjourn, seconded by Supervisor Metzger. Upon vote, the motion passed unanimously and the meeting adjourned at 4:43 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY
FINANCE COMMITTEE
AMENDED MEETING NOTICE

DATE: Monday August 13, 2012

TIME: 4:00 PM

PLACE: Manitowoc County Administration Building
1110 S. 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order by Chair Jim Brey:
2. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
3. A. Approve the minutes of the July 9th, 2012 Finance Committee meeting.
B. Approve vouchers for the month of July 2012 in the amount of \$2,640,901.85.
4. Jeff Beyer – Public Works Director
 - ✓ **Consideration and possible action on** Sale of Tax Deeded Property
 - A. Corner of W Custer & South Alverno #052-827-303-160.00
 - B. Maplewood Lane #018-123-010-012.00
 - ✓ **Consideration and possible action on** Resolution Authorizing Purchase of Property and Relocation of Health Department (1028 South 9th Street, Manitowoc, Wisconsin).
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
6. Todd Reckelberg, Comptroller/Auditor:
 - ✓ Preparing for 2013 Budget.
7. Bob Ziegelbauer, County Executive:
 - ✓ Update on County financial condition and related policies.
 - ✓ Update on Overtime project, Juvenile Detention Center, and City TIF District request.
8. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Juvenile Detention Center and Adult Jail Population Reports for the month of July 2012.
 - ✓ Copy of letter from Corporation Counsel Steven Rollins to Eugene Schmidt RE: Disallowance of Claim dated July 18, 2012.

Date: August 8, 2012
Amended: August 9, 2012 @ 2:32 p.m.

Jim Brey, Committee Chair
By: Todd H. Reckelberg, Comptroller/Auditor

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Finance Committee Meeting
Administration Building 1110 S 9th St, Manitowoc, WI
August 13, 2012

Attendance: Chairman Jim Brey, Supervisor Greg Dufek, Supervisor Charles Hoffman and Supervisor Rita Metzger. Supervisor Todd Holschbach was excused.

Also present: Comptroller Todd Reckelberg, Payroll Supervisor Terri LaViolette, Information Systems Director Bob Blashe, Public Works Director Jeff Beyer, Treasurer Cheryl Duchow, Supervisor Biff Hansen, Supervisor Kevin Behnke, Supervisor Melvin Waack, Elaine Waack, Sheriff Rob Hermann, and Inspector Gregg Schetter.

1. Chairman Jim Brey called the meeting to order at 4:00 PM.
2. There was no public input, so Chairman Jim Brey closed public input.
3. A motion was made by Supervisor Metzger and seconded by Supervisor Dufek to approve the minutes of the July 9th, 2012 Finance Committee Meeting. Motion passed unanimously.

A Motion was made by Supervisor Brey and seconded by Supervisor Metzger to approve the vouchers for the month of July, 2012 in the amount of \$2,640,901.85. Motion passed unanimously.

4. Jeff Beyer – Public Works Director brought two proposals for Sale of Tax Deeded Property at the corner of W Custer & South Alverno #052-827-303-160.00 to the committee. After some discussion, a motion to accept the high bid of \$10,000 from G. Joseph Ring and proceed with the sale was made by Supervisor Metzger and seconded by Supervisor Hoffman. The motion passed unanimously.

After discussion on the bid received on Maplewood Lane #018-123-010-012.00, a motion to defer a decision to the next Finance Committee meeting was made by Supervisor Metzger and seconded by Supervisor Dufek, so the adjoining property owners could be notified of the possible sale and provide Mr. Beyer time to get answers to the supervisors questions. Motion passed unanimously.

The Committee was updated by Jeff Beyer on the status of the current Public Health Building and the opportunity now before us regarding the office building at 1028 S. 9th Street. The Committee discussed the Resolution Authorizing Purchase of Property and Relocation of Health Department (1028 South 9th Street, Manitowoc, Wisconsin). Supervisor Metzger relayed that the Board of Health supports the purchase. After discussion on the Resolution, a motion was made by Supervisor Hoffman, and seconded by Supervisor Metzger to forward this Resolution to the County Board meeting in August for possible action. Motion passed unanimously.

5. Bob Blashe – Information Systems Director updated the committee regarding his monthly report that had been sent to the Committee.
6. Todd Reckelberg, Comptroller/Auditor updated the Committee on the status of work associated with the 2013 Budget. He stated that this year would be challenging from a timing standpoint, as some of the necessary information will not be available until the County Board takes action on the new pay plan that is currently being worked on.
7. Bob Ziegelbauer, County Executive updated the Committee on the County financial condition for 2012. He informed the Committee that Personnel Director Sharon Cornils will be giving a presentation on the wage study at the August County Board Meeting. Public Works Director Jeff Beyer will also be giving a presentation on the possible purchase of the property at 1028 South 9th St, and subsequent relocation of the Health Department. The County Executive also stated his plan to present information to the County Board some time mid-September regarding his vision and plan for the Juvenile Detention Center. He would like action taken on this issue by October.

A motion was made by Supervisor Hoffman and seconded by Supervisor Dufek to adjourn the meeting at 4:55 pm. Motion carried unanimously.

Respectfully submitted,

Terri LaViolette
Payroll Supervisor-Temporary Recording Secretary



MANITOWOC COUNTY
FINANCE COMMITTEE
AMENDED MEETING NOTICE

DATE: Monday September 10, 2012

TIME: 4:00 PM

PLACE: Manitowoc County Administration Office
1110 S. 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order by Chair Jim Brey:
2. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
3. A. Approve the minutes of the August 13th, 2012 Finance Committee meeting.
B. Approve vouchers for the month of August 2012 in the amount of \$14,361,373.34.
4. Jeff Beyer – Public Works Director
 - ✓ Consideration and possible action on Sale of Tax Deeded Property
 - A. Maplewood Lane #018-123-010-012.00 (Carried over from last month).
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
6. Todd Reckelberg, Comptroller/Auditor:
 - ✓ Preparing for 2013 Budget.
 - ✓ **Resolution Amending 2012 Budget (Human Services).**
 - ✓ Report of Economic Interest – Paul Kunesh (\$200 Amazon.com Gift Card Drawing (web-in-ar))
7. Bob Ziegelbauer, County Executive:
 - ✓ Update on County financial condition and related policies.
 - ✓ Update on Overtime project, Juvenile Detention Center, and City TIF District request.
8. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Juvenile Detention Center and Adult Jail Population Reports for the month of August 2012.

Date: September 6, 2012
Amended: September 6, 2012 @ 3:48 p.m.

Jim Brey, Committee Chair
By: Todd H. Reckelberg, Comptroller/Auditor

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Finance Committee
Administration Building
1110 S. 9th St., City of Manitowoc, WI
September 10, 2012

Attendance: Chairperson Jim Brey, Supervisor Rita Metzger, Supervisor Chuck Hoffman, Supervisor Todd Holschbach, and Supervisor Greg Dufek.

Also Present: County Board Chair Biff Hansen, Supervisor Phil Hoff, County Executive Bob Ziegelbauer, Public Works Director Jeff Beyer, Comptroller Todd Reckelberg, Treasurer Cheryl Duchow, Inspector Gregg Schetter, Harlan Sprang, William Kakis, and County Clerk Jamie Aulik.

Call to Order: The meeting was called to order by Chairperson Brey at 4:00 p.m.

Public Input: Harlan Sprang, 7424 Maple Ln., Town of Two Rivers asked if there was any way of taking the piece of property located at Maplewood Lane off the website. He related two instances where buyers were trying to purchase a road that serves multiple houses.

William Kakes, 7507 Maple Ln. said that when Maplewood Lane was put in, the residents that were served by the road invested money in the road to maintain it. No entity has ever come in to do snow removal or other maintenance on the road.

Seeing no further input, Chairperson Brey closed public input at 4:04 p.m.

Approve the minutes of the August 13th, 2012 Finance Committee meeting: Supervisor Hoffman made a motion to approve the minutes of the August 13, 2012 Finance Committee meeting, seconded by Supervisor Metzger. Upon vote, the motion passed unanimously.

Approve vouchers for the month of August 2012 in the amount of \$14,361,373.34: Supervisor Metzger made a motion to approve the vouchers, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

Consideration and possible action on Sale of Tax Deeded Property Maplewood Lane #018-123-010-012.00 (Carried over from last month): Chair Brey said that they had received a communication from Mr. Ewald, a bidder on the parcel, that he withdrew his offer. Director Beyer said that the county picked up the property as an *in rem* property in the early 1990's. The current policy is to list all *in rem* properties for sale. He said that they couldn't find any records of any agreements regarding the property in the files. He suggested that one possible solution was that the property owners could purchase the road and take care of it. Discussion followed.

Supervisor Holschbach asked if there was a requirement that it must be listed on the Internet. Director Beyer said that as a county entity, we need to give everyone an equal chance at purchasing properties and therefore all of them are listed.

Supervisor Dufek asked how a road can be private property. Supervisor Hoffman said that before zoning laws regarding roads went into effect, a developer could parcel out a tract of land with a road serving multiple parcels, and there was nothing to commit the developer, the town, the county, or the residents to the road. In this case, the road that is used for central access for a number of parcels was deeded to the developer, who subsequently died and because there was no reason for his estate to pay the taxes on the road anymore, the county took over the parcel that is the road. Supervisor Hoffman said that the simplest way to resolve this issue is to have the land owners purchase the road.

Supervisor Metzger made a motion to accept the withdrawal of the offer by Mr. Ewald, seconded by Supervisor Holschbach. Upon discussion and vote, the motion passed unanimously.

There was a discussion on the options for the people that own parcels along the road. Chair Brey said that they could submit a proposal, and as always, the committee would entertain proposals as they do for all *in rem* properties.

Director Beyer noted that the next meeting will list the latest round of properties taken over by the county through the *in rem* process.

Chair Brey also noted that because the county took over a property near the intersection of 8th Street and Waldo Blvd. in the City of Manitowoc, and he is a member of the City of Manitowoc Planning Commission, he will abstain from any action involved with the property, and only act in his capacity on the county board regarding the property.

Review IS operations and report sent out under separate cover.: Director Blashe said that all systems are running. A staff member is leaving that supports Human Services Dept., and he noted that the City of Kiel is linked in to the county's microwave tower. He also noted that Matt Hornick in particular is doing very well, and that he is current on all of his work.

Report of Economic Interest – Paul Kunesh (\$200 Amazon.com Gift Card Drawing (webinar): Comptroller Reckelberg said that Assistant Comptroller Paul Kunesh participated in a webinar, and during the webinar names were put in a hat, and his name was drawn for a \$200 gift card for Amazon.com. He said that he was reporting it to the committee to comply with ethics code reporting requirements. Also, that the gift card will be used to purchase some item that would be needed for the office.

Resolution Amending 2012 Budget (Human Services): Comptroller Reckelberg said that this is a cleanup resolution to update the Human Services Department budget for 2012. Because the Human Services Department receives a lot of state contract adjustments throughout the year, this brings their budget in line with those adjustments. County Executive Ziegelbauer said that the net impact of the budget was \$0, because the reduction in expenditures is equal to the reduction in revenue. Also noted, the State of Wisconsin went through a third party instead of the Human Services Department to administer nearly \$1 million in funds, and that explains the offset. Discussion followed. Supervisor Hoffman moved to adopt the resolution, seconded by Supervisor Metzger. Upon vote, the motion passed unanimously.

Preparing for 2013 Budget.: Supervisor Holschbach asked Comptroller Reckelberg how Manitowoc County is faring with debt service. Comptroller Reckelberg said that as a stand-alone unit of government, the county is in really good condition though when we are grouped together with all other units of government within Manitowoc County, ie. City, School Districts, etc., the county fares less well.

Update on County financial condition and related policies.: County Executive Ziegelbauer said that tomorrow he will have an introduction to budget issues in Room B-15 in the Courthouse. Overall, the budget is not done by any means. He said that he would also have something on the relocation of the Juvenile Detention Center proposal as well, and intended it to be a conversational session to show issues that the county is facing.

Update on Overtime project, Juvenile Detention Center, and City TIF District request.: County Executive Ziegelbauer had a handout which he said was a continuation of reports that have been provided before.

Supervisor Dufek asked County Executive Ziegelbauer about what he thought about the 2013 Budget and what to expect. County Executive Ziegelbauer said that they may have to wrestle with it to the last day. He said that there is no tax increase in the budget, and that a small number of layoffs are possible, though hopefully avoidable. He also said that he didn't know anything about outsourcing food service at the jail.

Chairperson Brey said that if there was not a big agenda for their October meeting, he would like the committee to meet before the county board meeting. Chairperson Brey will work with Comptroller Reckelberg regarding this matter.

County Board Chairperson Hansen said that the Finance Committee may want to think about having a meeting if there are major concerns with the 2013 budget or items that come up at the Executives meeting on Tuesday. He said that he'd prefer that any amendments or other tweaks to the budget be fought out at Finance Committee rather than on the floor of the county board.

Supervisor Dufek wondered if they may be seeing more road issues in the future. Director Blashe wondered if it was a "real" road and voiced concerns about GIS and Joint Dispatch knowing its location. Discussion followed.

Adjournment: Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously and the meeting adjourned at 4:50 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Tuesday October 9, 2012

TIME: 6:15 PM

PLACE: U.W. Manitowoc
705 Viebahn Street, Manitowoc, WI 54220
(Cafeteria)

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order by Chair Jim Brey:
2. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
3. A. Approve the minutes of the September 10th, 2012 Finance Committee meeting.
B. Approve vouchers for the month of September 2012 in the amount of \$3,212,881.12.
4. Jeff Beyer – Public Works Director
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. Approval to do the Class 3 notice on properties listed on attached report.
 - B. Resolution Authorizing Sale of Tax-Deeded Property to Former Owner (1615 Emmet Street Two Rivers)
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
6. Todd Reckelberg, Comptroller/Auditor:
 - ✓ Handout and update committee on Manitowoc County – Federal Awards and State Financial Assistance Report December 31, 2011.
7. Bob Ziegelbauer, County Executive:
 - ✓ Update on County financial condition and related policies and the 2013 Budget.
8. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Juvenile Detention Center and Adult Jail Population Reports for the month of September 2012 were not available at the time of this mailing but may be available for handout at the meeting.

Date: October 3, 2012

Jim Brey, Committee Chair

By: Todd H. Reckelberg, Comptroller/Auditor

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Finance Committee
UW-Manitowoc, Cafeteria
705 Viebahn St., Manitowoc, WI
October 9, 2012

Attendance: Chairperson Jim Brey, Supervisor Rita Metzger, Supervisor Chuck Hoffman, and Supervisor Todd Holschbach.

Supervisor Greg Dufek was excused due to a conflict with the Highway Committee meeting.

Also Present: Supervisor Melvin Waack, Comptroller Todd Reckelberg, Maura Yost, and County Clerk Jamie Aulik.

Call to Order: The meeting was called to order by Chairperson Brey at 6:15 p.m.

Public Input: Maura Yost, City of Manitowoc, gave input on why the Human Services Department Director position is under the authority of the County Board. She noted that at the last Personnel Committee meeting, the funding was approved for the position, and she urged the Finance Committee to do the same. She went on to say that she believed that Manitowoc County doesn't have a lawfully made Human Services Department and nearly \$16 million in contracts may be in jeopardy.

Chairperson Brey asked three times if there was any further public input. Seeing none, he closed public input at 6:21 p.m.

Approve the minutes of the September 10th, 2012 Finance Committee meeting: Supervisor Metzger made a motion to approve the minutes of the September 10, 2012 Finance Committee meeting, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

Approve vouchers for the month of September 2012 in the amount of \$3,212,881.12: Supervisor Hoffman made a motion to approve the vouchers, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

Approval to do the Class 3 notice on properties listed on attached report: Supervisor Hoffman made a motion to approve the Class 3 notice, seconded by Supervisor Metzger. Upon vote, the motion passed unanimously.

Resolution Authorizing Sale of Tax-Deeded Property to Former Owner (1615 Emmet Street Two Rivers): Comptroller Reckelberg explained that the former owner was buying the property back. Discussion followed. Supervisor Hoffman made a motion to approve the sale, seconded by Supervisor Holschbach. Upon vote, the motion carried unanimously.


Handout and update committee on Manitowoc County – Federal Awards and State Financial Assistance Report December 31, 2011.: Comptroller Reckelberg noted that there was a timing issue with the auditors. By the time the auditors noted that there was something in need of correction, it was too late to correct it for the annual report. Manitowoc County should not have the same comments appear in their 2012 statement.

Update on County financial condition and related policies and the 2013: County Executive Ziegelbauer said that his 2013 budget was as advertised, and noted that because it worked so well, he will host an informational meeting with supervisors next year too.

Chairperson Brey said that he would like to meet before the next county board meeting by 6 p.m. at the latest. The process to amend the budget was also discussed. Comptroller Reckelberg said that if a supervisor has an amendment to the budget, he respectfully asked that they submit it to either himself or the Corporation Counsel to make sure that the amendment is properly worded and in balance. The comptroller also informed the committee members that if they wanted their budget amendment proposals kept confidential, it would be.

Adjournment: Supervisor Holschbach made a motion to adjourn, seconded by Supervisor Hoffman. Upon vote, the motion passed unanimously and the meeting adjourned at 6:34 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk

Clerk correction: 10/15/2012



MANITOWOC COUNTY

FINANCE COMMITTEE

AMENDED MEETING NOTICE

DATE: Wednesday November 14, 2012

TIME: 4:00 PM

PLACE: Manitowoc County Administration Office
1110 S. 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order by Chair Jim Brey:
2. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
3. A. Approve the minutes of the October 9th, 2012 Finance Committee meeting.
B. Approve vouchers for the month of October 2012 in the amount of \$2,615,056.09.
4. Jeff Beyer – Public Works Director
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. Approve publication of class one notice regarding Sale of Tax-Deeded Property, see attached.
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
6. Todd Reckelberg, Comptroller/Auditor:
 - ✓ ***Resolution Authorizing Sale of Tax-Deeded Property to Former Owner (1314 South 9th Street, Manitowoc)***
 - ✓ County Executive's 2013 Proposed Budget – Work on and approve a Finance Committee recommendation to the County Board regarding a 2013 Annual Budget.
 - Resolution Amending Proposed 2013 Budget (Adding 1.0 FTE Information and Assistance Specialist). [Approving this resolution amends the budget that the Finance Committee is recommending to the County Board for passage].
 - Note to Finance Committee RE: Amending Proposed 2013 Budget (EPCRA Planning Grant – Reduce Revenue 25300.43520.09 \$1,322 and Reduce Expense 25300.52999 \$1,322 based upon communication from State recalculating the amount of grant award for 2013).
 - Any other items to be considered regarding the 2013 Finance Committee Budget proposal to the County Board.
7. Bob Ziegelbauer, County Executive:
 - ✓ Update on County financial condition and related policies and the 2013 Budget.
8. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Juvenile Detention Center and Adult Jail Population Reports for the month of October 2012.

Date: November 7, 2012
Amended: November 12, 2012 @ 11:10 a.m.

Jim Brey, Committee Chair
By: Todd H. Reckelberg, Comptroller/Auditor

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Finance Committee
Manitowoc County Administration Building
1110 S. 9th St., Manitowoc, WI
November 14, 2012

Attendance: Chairperson Jim Brey, Supervisor Rita Metzger, Supervisor Chuck Hoffman, Supervisor Greg Dufek, and Supervisor Todd Holschbach.

Call to Order: The meeting was called to order by Chairperson Brey at 4:00 p.m.

Public Input:

Maura Yost, City of Manitowoc, said that she had been advocating a Human Services Director for the past year. She compared deficits in years with and without a director, and said that it was illegal and costly to taxpayers to not have a Human Services Director. She said that the Human Services Board and Personnel Committee have endorsed having a director, and that the current situation is neither legal or cost effective.

Martha Rasmus, City of Manitowoc and a member of Mental Health Task Force had handouts on human services funding sources which compared Manitowoc County to other counties of similar size and demographics. She said that Manitowoc County is serving less residents than other counties of comparable size. She also said that Manitowoc County needs to be more efficient and smarter on how capture money available from other units of government. Because of that, she advocated that a Human Services Director would help capture those dollars more efficiently.

Joe Keil, City of Manitowoc and an employee of the Manitowoc County Sheriff's Office said that at present, public employees are being compared to the private sector. He said that in the 1990's, the private sector was getting significant wage increases, but public sector wasn't. There were offsets by benefit increases instead, but now the benefits are being cut. He cited cases where he as a public employee has no comparison to the private sector. He wanted the Committee to think about the sick time proposal.

Chairperson Brey called three times for additional public input, seeing none, public input was closed at 4:14 p.m.

Approve the minutes of the October 9th, 2012 Finance Committee meeting: Supervisor Hoffman moved, seconded by Supervisor Holschbach to approve the October 9, 2012 minutes. Upon vote, the minutes were approved unanimously.

Approve vouchers for the month of October 2012 in the amount of \$2,615,056.09: Supervisor Metzger moved, seconded by Chairperson Brey to approve the vouchers for October 2012 in the amount of \$2,615,056.09. Upon vote, the vouchers were approved unanimously.

Information Systems Department Report: Director Blashe said everything was doing fine and they have an individual confirmed for a position in his department who comes from Sheboygan County's Health and Human Services Department.

Approve publication of class one notice regarding Sale of Tax-Deeded Property: Supervisor Hoffman moved to approve the publication of the tax deeded property, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

Resolution Authorizing Sale of Tax-Deeded Property to Former Owner (1314 South 9th Street, Manitowoc): Treasurer Duchow said that the sale covers back taxes and has a \$250 fee, and they must reinstate the mortgage. Supervisor Holschbach moved to approve the resolution, seconded by Supervisor Metzger. Upon vote, the motion passed unanimously.

Finance Committee action on County Executive's 2013 Proposed Budget:

Note to Finance Committee RE: Amending Proposed 2013 Budget (EPCRA Planning Grant – Reduce Revenue 25300.43520.09 \$1,322 and Reduce Expense 25300.52999 \$1,322 based upon communication from State recalculating the amount of grant award for 2013): Comptroller Reckelberg explained that the State of Wisconsin recalculated its grant, and there would be a reduction in the grant amount. Both revenues and expenses will be adjusted lower at an equal amount, and there will be no tax levy impact. Chairperson Brey moved to amend the budget so that line 25300.43520.09 was reduced by \$1,322 and expenses in line 25300.52999 was also reduced by \$1,322, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

Resolution Amending Proposed 2013 Budget (Adding 1.0 FTE Information and Assistance Specialist): Comptroller Reckelberg explained that the addition of this position became known after the budget was proposed, and because it is funded by the State of Wisconsin, not the county levy, revenues and expenses equal and there is no levy impact. The position deals with dementia patients and attempts to keep them in the community as much as possible. Supervisor Hoffman moved to approve the resolution, seconded by Supervisor Holschbach. Upon vote, the motion carried unanimously.

Supervisor Holschbach commented on the elimination of sick leave. He noted that with the elimination there was no fiscal impact on budget year 2013, and that he would like to pull it out of the budget and deal with it separately. Also, because others have stated that 15 days is overly generous, he would be interested in comparable entities. He noted that over the past few years, employees are paying more towards their pensions, some haven't had a raise in 3 years, and there have been significant increases in health insurance deductibles.

Supervisor Behnke handed out an alternative proposal that he had for the sick leave program. He thought that it might be better to give each employee 5 days of FMLA leave per year, and have short term disability kick in after 5 days. He did not believe in the 5 personal days, but the focus should be on taking care of the employee in case something happens. Manitowoc County needs to compare itself to

the private sector because they are the ones paying the bills. Personnel Director Cornils said that there is no fiscal impact to the proposal because the premium is already paid.

Supervisor Holschbach said that it looked like a good step forward on a compromise, and he didn't see what the rush was on an item with no fiscal impact.

Supervisor Nickels asked the Committee to remove the change to the sick leave from the budget process and that it should be looked at independently.

County Executive Ziegelbauer said that while it's true that there is no levy impact, it is incorrect that there is no fiscal impact. It clearly has a fiscal impact.

Supervisor Behnke said that supervisors knew for months about the sick leave change, and he wasn't in favor of putting it off.

Supervisor Baumann asked Stoelting in Kiel about their policy, and after 4 days off their short term disability kicks in, and if someone is injured it kicks in immediately. He said that the private and public sector are a fair comparison.

Chairperson Hansen noted that as County Board Chair, he is an ex-officio member of all standing committees and that he would be voting with the Finance Committee. He said that Supervisor Behnke's proposal was a good start, but because of that zero effect on the tax levy, it is something he felt they needed to pull out and look at.

Supervisor Brey said that eliminating the gap between when an employee is unable to work and when the short term disability starts is essential.

Supervisor Holschbach moved to withdraw the sick leave policy change and short term disability program from the budget, seconded by Supervisor Metzger. Discussion followed. Upon vote, the motion passed 6-0.

Supervisor Metzger said that she would like the Human Services Director put in the budget. She didn't feel as though they were given a good explanation on its elimination in 2008. Discussion followed on how much the position of a Human Services Director would cost and where the money would come from.

Chairperson Hansen was concerned that if the position was put in the budget, they may lose staff who are caseworkers in the community. He said that as much as he wants a director in a chair, he didn't want to take anyone out of the community.

Supervisor Hoff said that there was a \$70,000 surplus in last year's budget for the Human Services Department, and he wondered if that money could be used to fund a director position. Comptroller Reckelberg said that yes, it could be used.

Supervisor Behnke said that the Human Services Department can be a roulette wheel, and \$70,000 is not that much of a surplus for the size of the overall Human Services budget.

County Executive Ziegelbauer said that funding it in that way would be taking a big risk with one time money.

Chairperson Brey asked why he didn't pay one of the division managers a little bit more and make them a director. County Executive Ziegelbauer said that he sought to flatten out the Human Services Department structure and in doing so has created 4 division leaders. He did it intentionally and with a great deal of thought.

Supervisor Burke voiced concern about the Schenck audits. Discussion followed.

Discussion followed on where the money to fund the position would come from.

Corporation Counsel Rollins said that having four co-directors would comply with the statutes and he is prepared to defend that in court.

Discussion followed on funding the position, and if the position would be able to get more revenue.

A discussion occurred on the county board authorizing a position, and whether or not the county executive must fill it, and what happens if he chooses not to.

Supervisor Dufek asked who the Human Services Director works for. Corporation Counsel Rollins said that they work for the County Executive with the Human Services Board serving as policy guidance. Supervisor Dufek mentioned that he didn't want to eliminate two social workers for the position.

Discussion followed on proposal for four co-directors and the nature of the position change. Under the proposal they would go from employees with a grievance procedure to at-will employees.

Discussion followed on people attending and staffing the Human Services Board meeting.

Supervisor Dufek moved to approve the proposal for four co-directors for the Human Services Department, subject to county employment codes, and Wisconsin State Statutes, also subject to the approval of the Personnel Committee, seconded by Supervisor Hoffman. Discussion followed on whether it would affect the wage scale of the division directors. Director Cornils said that because they will be making the same decisions in the future as they are now, they will not have a wage readjustment. Discussion followed.

Supervisor Metzger moved to amend the motion by substituting the creation of one Human Services Director position, and that it be filled by June 2013, seconded by Supervisor Holschbach. Discussion followed. Supervisor Behnke cautioned against creating a position and not funding it, and urged the Committee to do the responsible thing. Upon vote, the amendment failed with 2 ayes and 4 noes. Supervisors Metzger and Holschbach voted aye, all other supervisors voted no.

Upon vote on the main motion, the motion carried 5-1 with Supervisor Metzger voting no and all other supervisor voting aye.

Chairperson Brey also noted that any supervisor can make motions on the floor of the county board.

Discussion followed on the Juvenile Detention Center (JDC). Chairperson Hansen said that in an ideal world, Manitowoc County would operate a Juvenile Detention Center but there simply is no money to fund it. Discussion followed on the reduction of the population in the JDC over time, staff cuts, and double bunking.

There was discussion on the inability to reach an agreement with Holy Family Memorial. Discussion followed.

Supervisor Metzger moved to keep the JDC open, and the motion failed for lack of a second. Discussion followed.

Supervisor Hoffman moved to send the proposed budget as amended by finance committee to the county board, seconded by Supervisor Holschbach.

It was reiterated that supervisors can make amendments on the county board floor.

Supervisor Behnke urged supervisors to work with Comptroller Reckelberg, Corporation Counsel Rollins, and Clerk Aulik to make proper and orderly amendments.

Upon vote, the motion passed 5-1, with Supervisor Metzger voting no and all other supervisors voting aye.

Adjournment: Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Metzger. Upon vote, the motion passed unanimously and the meeting adjourned at 6:53 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY
FINANCE COMMITTEE
AMENDED MEETING NOTICE

DATE: Monday December 10, 2012
TIME: 4:00 PM
PLACE: Administration Building
1110 S. 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order by Chair Jim Brey:
2. Public Input regarding any matters that will be taken up by the Finance Committee at this meeting.
3. A. Approve the minutes of the November 14th, 2012 Finance Committee meeting.
B. Approve vouchers for the month of November 2012 in the amount of \$2,004,654.86.
4. Jeff Beyer – Public Works Director
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. Sale of tax deeded property. (See attached email)
5. Preston Jones – Register of Deeds
 - A. Resolution Supporting Wisconsin Register of Deeds Association Amending §706.05 WI Stats to Require Recording of Mortgage Assignments.
6. Jamie Aulik – County Clerk
 - A. Disclosure of reimbursement of mileage and per-diem paid by WI Dept. of Employee Trust Funds to Jamie Aulik as a member of the WRS Board.
 - B. Discussion and action on Resolution Supporting Same Day Voter Registration***
7. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
8. Todd Reckelberg, Comptroller/Auditor:
 - ✓ Resolution Amending and Re-adoption of Manitowoc County's Revolving Loan Fund Manual.
9. Bob Ziegelbauer, County Executive:
 - ✓ ***Discussion and possible action regarding Human Services Department Foster Parent Care recognition (reward). (Resolution to be drafted).***
 - ✓ Update on County financial condition and related policies 2012, 2013 and beyond.
10. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Juvenile Detention Center and Adult Jail Population Reports for the month of November 2012.

Date: December 5, 2012
Amended: December 7, 2012 @ 2:29 p.m.

Jim Brey, Committee Chair
By: Todd H. Reckelberg, Comptroller/Auditor

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Finance Committee
Administrative Building
December 10, 2012

Attendance: Chairperson Jim Brey, Supervisor Rita Metzger, Supervisor Chuck Hoffman, Supervisor Greg Dufek, and Supervisor Todd Holschbach.

Call to Order: The meeting was called to order by Chairperson Brey at 4:01 p.m.

Public Input: Chairperson Brey asked three times if there was any public input. Seeing none, he closed public input at 4:02 p.m.

Approve the minutes of the November 14, 2012 Finance Committee meeting: Supervisor Metzger moved to approve the minutes of the November 14, 2012 Finance Committee meeting, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

Approve vouchers for the month of November 2012 in the amount of \$2,004,654.86: Supervisor Dufek noted that there were some large expenditures to mental health institutions. He also noted a variation in process serving, where it cost more to serve paperwork in Sheboygan than in Los Angeles. Supervisor Hoffman moved to approve the vouchers, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

Consideration and action on the following matters related to the Sale of Tax Deeded Properties:

Public Works Director Jeff Beyer said that they received bids for five tax deeded properties. He noted that one of the bidders failed to comply with the bidding process and that he informed the individual. Director Beyer recommended accepting the bids for the properties located on Menchalville Rd. and Herman Rd., and rejecting bids for the other three. He believed that the properties were worth much more than the bids they received for those three properties.

Supervisor Hoffman moved to accept the bids for 6115 Menchalville Rd. in the Town of Franklin and 1.51 acres on Herman Rd. in the Town of Manitowoc Rapids, and reject the bids on the other three properties, seconded by Supervisor Dufek. Upon vote, the motion carried unanimously.

Resolution Supporting Wisconsin Register of Deeds Association Amending §706.05 WI Stats to Require Recording of Mortgage Assignments: Register of Deeds Preston Jones said that the Wisconsin Register of Deeds Association passed this at their fall conference and it deals with requiring banks to record reassignments of mortgages with the Register of Deeds. Discussion followed. Supervisor Holschbach moved to approve the resolution, seconded by Supervisor Dufek. Upon vote, the motion carried unanimously.

WI Department of Employee Trust Funds payment (reimbursement) of mileage and per diem as a member of the Wisconsin Retirement Board (County Clerk Jamie Aulik). Reporting per the ethics code section 30.21 (2): County Clerk Aulik said that by virtue of his position as County Clerk, he is appointed to the Wisconsin Retirement Board to fill a position designated for a County Clerk or Deputy County Clerk. He said that the meetings occur quarterly, and he receives \$25 per diem and mileage reimbursement. He said he was reporting this to his oversight committee in order to comply with the county ethics code.

Discussion and action on Resolution Supporting Same Day Voter Registration: Chairperson Brey said that there had been an ongoing discussion, and that some people in the Legislature want to eliminate same day registration as an option for voters. County Clerk Aulik noted that eliminating same day registration may increase workloads for municipal clerks and be more costly and inefficient. Supervisor Hoffman also noted that he asked his town clerk, and she didn't support getting rid of same day registration for workload reasons too. Discussion followed. Supervisor Metzger moved to approve the resolution, seconded by Supervisor Dufek. Upon vote, the motion carried unanimously.

Chairperson Brey noted that Information Systems Director Bob Blashe was sick today.

Resolution Amending and Re-adoption of Manitowoc County's Revolving Loan Fund Manual: Comptroller Reckelberg gave a brief history on the revolving loan fund. Discussion followed. Supervisor Hoffman moved to approve the resolution, seconded by Supervisor Holschbach. Upon vote, the motion carried unanimously.

Discussion and possible action regarding Human Services Department Foster Parent Care recognition (reward). (Resolution to be drafted): County Executive Ziegelbauer gave a brief history about an annual dinner held for foster parents, and it wasn't able to occur this year. A benefactor wanted to provide a small reward to encourage foster parents, and the department was trying to act as a conduit for that reward within the rules that the county is governed by. Discussion followed on the Human Services Board, and the amount that parents would be receiving. Corporation Counsel Rollins explained the policies that governed such a request, and said that the county board needs to give their approval because gift certificates in the form of Chamber Bucks were being given to the foster parents. Discussion followed.


Supervisor Metzger moved to refer the matter to the Human Services Board. The motion died due to lack of a second.

Supervisor Hoffman moved to approve a resolution to be drafted to allow the Human Services Department and the people who run the program to administer the beneficiary's gift to foster parents, seconded by Supervisor Dufek. Discussion followed. Chairperson Brey said that he held the view that a courtesy call to the chair of the Human Services Board would be nice next time. Upon vote, the motion carried unanimously.

Update on County financial condition and related policies 2012, 2013 and beyond: County Executive Ziegelbauer said that they were busy implementing decisions made in November with the passage of the county budget.

Adjournment: Supervisor Holschbach made a motion to adjourn, seconded by Supervisor Dufek. Upon vote, the motion passed unanimously and the meeting adjourned at 4:53 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk