



MANITOWOC COUNTY FINANCE COMMITTEE **AMENDED** MEETING NOTICE

DATE: Monday January 13, 2014

TIME: 4:00PM

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 December 9th, 2013 Finance Committee meeting.
B. Approve vouchers for the month of December 2013 in the amount of \$2,133,481.59.
4. Jeff Beyer – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
5. Steven Rollins-Corporation Counsel:
 - ✓ Discussion and possible action on Subordination, Non-Disturbance, and Attornment (SNDA) Agreement from Manitowoc Place and the County. (See attached)
6. Bob Blashe -Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
7. Jamie Aulik-County Clerk / Todd Reckelberg-Comptroller/Auditor:
 - ✓ Discussion and possible action by the committee regarding a discrepancy found in quarterly print totals.
8. Todd Reckelberg-Comptroller/Auditor & Bob Ziegelbauer-County Executive:
 - ✓ Update on 2013 financial position and 2014 Budget.
 - ✓ **Resolution Authorizing the Addition of 2.40 Full-Time Equivalent Positions for the Clinical Services Division of the Human Services Department.**
9. Communications and other information contained within your finance packet:
 - ✓ Copy of the Manitowoc County Adult Jail Population Report for the month of December 2013.
 - ✓ Copy of Secure Detention Report from HSD.
 - ✓ Copy of Disallowance of Claim letter to American Family Insurance Company and to Leo and Susanne Richmond from Corporation Counsel.

Date: January 8, 2014
Amended: January 9, 2014 @ 2:52 PM

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 54220
January 13, 2014

Amended on February 10, 2014

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

Call to Order: The meeting was called to order by Chairperson Brey at 4:03 p.m.

Public Input: Chair Brey opened public input at 4:03 p.m.

Maura Yost, Town of Centerville spoke on the need for a single qualified Human Services Director.

Fred Sohn, Village of Cleveland and the owner of Manitowoc Engraving told the committee an agenda item applies to him, and he was there to answer any questions that may crop up.

Minutes of the December 9, 2013 Finance Committee meeting: Upon a motion by Supervisor Holschbach, seconded by Supervisor Dufek the minutes of the December 9, 2013 meeting were approved unanimously.

Vouchers for the month of December 2013 in the amount of \$2,133,481.59. Upon a motion by Supervisor Metzger, seconded by Supervisor Holschbach the vouchers for the month of December 2013 were approved unanimously.

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

1402 S. 12th, City of Manitowoc: There were three offers to purchase the property. Public Works Department staff recommend sale to the highest bidder, in the amount of \$20,000 from Chris Schmidt. Supervisor Holschbach moved, seconded by Supervisor Metzger to sell the property to Chris Schmidt for the amount of \$20,000. Upon vote, the motion passed unanimously.

1807 12th St., City of Two Rivers: It was reported the house is collapsing and demolition would result in an additional cost to the county. Public Works Department staff recommended selling it to the only bidder, Steven and Virginia Craven for \$100. Discussion followed on the City of Two Rivers and its involvement property. Supervisor Metzger moved, seconded by Supervisor Holschbach to accept the \$100 bid on property. Upon vote, the motion passed unanimously.

1120 Madison St., City of Two Rivers: Public Works Department staff believe the property has a higher value than \$900, which was the offer from Steven and Virginia Craven. Director Beyer said that he would not recommend the sale. He noted it will still be listed on the website for sale. Supervisor Metzger moved, seconded by Supervisor Dufek to not accept the bid from Steven and Virginia Craven. Upon vote, the motion passed unanimously.

1608 22nd St., City of Two Rivers: Public Works Department staff believe the property has a higher value than \$2,000, which was the offer from Steven and Virginia Craven. Director Beyer said that he would not recommend the sale. Supervisor Dufek moved, seconded by Supervisor Holschbach to not accept the bid from Steven and Virginia Craven. Upon vote, the motion passed unanimously.

208 Taylor St., City of Two Rivers: There were three bids submitted. Public Works Department staff believe the property has a higher value than \$13,000, which was the offer from Kent and Teresa Brendemuehl. Director Beyer said that he would not recommend the sale. Supervisor Dufek moved, seconded by Supervisor Metzger to not accept the bid from Kent and Teresa Brendemuehl. Upon vote, the motion passed unanimously.

Discussion and possible action on Subordination, Non-Disturbance, and Attornment (SNDA) Agreement from Manitowoc Place and the County: Corporation Counsel Steven Rollins explained that it involved the Manitowoc place located on N. 8th Street, and Verizon has antennas on top of the building and they pay rent. The City of Manitowoc signed off on the agreement and it was awaiting action by the county. Supervisor Metzger moved to approve the resolution, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

Review Information Systems (IS) operations: IS Director Bob Blashe said printing tax bills went extremely well, and they are working on an imaging program for accounts payable. Supervisor Metzger inquired about the pay and benefits for recruiting employees. Director Blashe said that they hired qualified applicants and the pay and benefits are good.

Discussion and possible action by the committee regarding a discrepancy found in quarterly print totals: County Clerk Aulik reported he had a conversation with Fricke Printing service, and Mr. Bob Fricke asked to be on the next month's agenda. *Corporation Counsel Rollins explained that the certification form for print totals that has been developed for future use will need to be filed with the committee in order to gain the benefit of the perjury statute.* Discussion followed.

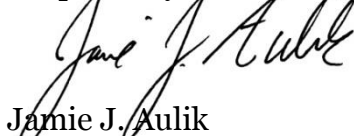
Resolution Authorizing the Addition of 2.40 Full-Time Equivalent Positions for the Clinical Services Division of the Human Services Department: The request for positions involved eliminating the need to contract for certain services, and use in-house staff. We would transfer \$160,000 from contracted service accounts to personal service accounts. There is also the possibility to recover an additional \$80,000 through billing for service. . Discussion followed. Chairperson Brey moved, seconded by Supervisor Dufek to adopt the resolution and bring it to the county board. Chairperson Brey said it was nice to see a trend of work coming back in-house.

Update on 2013 financial position and 2014 Budget: Comptroller Reckelberg stated that based upon the employees selection of coverage type the health insurance lines in the budget ended up in good shape. More employees selected employee plus their children as their coverage option than expected with some going from the previous family coverage to single. These changes resulted in a surplus of just over \$619,000 in our non-department personal services clearing account. There were some options discussed on what to do with the money in terms of health insurance. Supervisor Metzger said she was disappointed in having \$619,183, because the budget was presented as so tight. Discussion followed.

Chairperson Brey mentioned he would like discussion on the 2014 budget on every agenda so the committee can discuss it. He also said he still wants to have a joint Personnel/Finance Committee meeting, and noted the need to coordinate with Supervisor Behnke.

Adjournment: Supervisor Metzger made a motion to adjourn, seconded by Supervisor Dufek. Upon vote, the motion passed unanimously and the meeting adjourned at 4:52 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Monday February 10, 2014

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 January 13th, 2014 Finance Committee meeting.
B. Approve vouchers for the month of January 2014 in the amount of \$2,512,584.39.
4. Jamie Aulik – County Clerk:
 - ✓ Discussion and possible action by the committee regarding a discrepancy found in quarterly print totals.
 - ✓ County Clerk Annual Report
 - ✓ Resolution Supporting AB-418 As Amended
 - ✓ Resolution Supporting Assembly Bill 429.
5. Jeff Beyer – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
6. Jim Blaha – Public Health Officer:
 - ✓ Authorization to transfer funds within the WIC activities group of accounts from contracted service to personal services line accounts to account for the temporary increase of a .8 FTE to a .9 FTE position. Estimated amount that will need to be transferred is \$4,500.
7. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
8. Todd Reckelberg – Comptroller/Auditor & Bob Ziegelbauer – County Executive:
 - ✓ Update on 2013 financial position and discussion on the 2014 Budget.
9. Communications and other information contained within your finance packet:
(These two reports should be available for hand out at the meeting)
 - ✓ Copy of the Manitowoc County Adult Jail Population Report for the month of January 2013.
 - ✓ Copy of Secure Detention Report from HSD.

Date: February 4, 2014

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 54220
February 10, 2014

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

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

Public Input: Chairperson Brey opened public input at 4:00 p.m. No one present wished to speak, therefore Chairperson Brey closed public input at 4:01 p.m.

Minutes of the January 13, 2014 Finance Committee meeting: County Clerk Aulik read two amendments to the minutes.

1.) Supervisor Hoffman should have been listed as excused.

2.) The paragraph dealing with the print certification form and the perjury statute should be amended to state, "Corporation Counsel Rollins explained that the certification form for print totals that has been developed for future use will need to be filed with the committee in order to gain the benefit of the perjury statute."

Supervisor Holschbach moved to include the amendments to the minutes, and recommended the approval of the minutes as amended, seconded by Supervisor Metzger. Upon vote, the minutes of the January 13, 2014 as amended, were approved unanimously.

Vouchers for the month of January 2014 in the amount of \$2,512,584.39: Upon a motion by Supervisor Hoffman, seconded by Supervisor Holschbach the vouchers for the month of January 2014 were approved unanimously.

Discussion and possible action by the committee regarding a discrepancy found in quarterly print totals: Attorney Mike Lambert spoke on behalf of Fricke Printing Service, Inc. and he noted the submitted numbers for the fourth quarter of 2011 were inaccurate due to a change of the computer system, and an inadvertent copy and paste of 2009 numbers. No one at Fricke Printing realized it was a mistake, and he presented the committee with the correct fourth quarter numbers. He noted they didn't get paid any more because it's a fixed price on the contract. The overall difference in the number of clicks, which is a method of counting the processes and pieces going into a print job, was a .02% difference on the whole. He said no real harm resulted from the error. Supervisor Metzger noted that the submitted spreadsheets were almost exactly the same, except the last couple of rows. Supervisor Holschbach said the explanation sounds plausible, but wondered why it took so long and this issue should have been handled back in August when the clerk asked Mr. Bob Fricke for an explanation. Supervisor Metzger asked if any departments are getting their work from any other vendor. Comptroller Reckelberg explained that departments are supposed to ask places like Fricke Printing or Manitowoc Engraving what their price is if it's not covered by the contract and choose the lower bidder. Mr. Bill Fricke noted that he deferred work back

to Manitowoc Engraving if it was covered under the contract. Discussion followed. Supervisor Metzger noted the error could have affected the bids for the 2014-2015 contract. Mr. Lambert replied the difference between the numbers submitted in error and the actual numbers were so small it was unlikely. Chairperson Brey said if Mr. Bob Fricke would have been forthcoming from the start, this issue wouldn't have gotten this far. Discussion followed.

Mr. Fred Sohn, President of Manitowoc Engraving said that the fourth quarter of 2011 was part of the history given for the 2014-2015 print contract bid. He noticed the mistake because the trend of contract usage was a decrease of 27 percent over the course of the two years, and he noticed that in the fourth quarter of 2011 it spiked. He said if he used the spike to estimate his bid, he would have lost the contract. He noted the history was very important to estimate the base bid. Discussion followed. Mr. Bill Fricke noted they have lost the last two bids on the contract. It was also noted no one had been invited until tonight. Clerk Aulik described the carbonless forms used to audit print contract numbers and that they need to be used even if documents are emailed.

Supervisor Dufek said he doesn't consider the Finance Committee to be an investigative body, but the Sheriff's Office was. He hoped this issue was resolved. Discussion followed. Supervisor Holschbach said he totally understood the frustration of Mr. Sohn. He said they both did an outstanding job when they had the contract. Supervisor Metzger said she was still concerned about this and emphasized the need to make sure that what is printed is delivered. Supervisor Metzger made a motion to ban Fricke Printing from bidding on the 2016-2017 print contract. The motion failed due to lack of a second. Chairperson Brey said he thought it was a simple mistake, and if they would have been more forthcoming from the start it wouldn't have made it this far.

County Clerk Annual Report: County Clerk Aulik had a handout with an annual report for the office to the Finance Committee. He explained that passports continue to do well. He noted other events and highlights from the prior year.

Resolution Supporting AB-418 As Amended: County Clerk Aulik explained that the bill both lowers the threshold and increases the fee that election administrators can charge for a recount. He noted the likelihood of an election outcome flipping at the threshold that clerks were able to charge was very low. He also cited a recent recount for circuit court judge cost \$57 per ward, and the bill proposes to increase the per ward fee from \$5 to \$25. Supervisor Hoffman moved to approve the resolution, seconded by Supervisor Metzger. Upon vote, the motion passed unanimously.

Resolution Supporting Assembly Bill 429: County Clerk Aulik explained that couples were required to be 18 or older to marry without their parent's permission, witnesses at the ceremony need to be 18 to sign the license, but there was no age requirement for the officiant. The bill sought to establish a minimum age of 18 for an officiant, and also eliminate letters of sponsorship for out of state clergy. Current practice mandates letters from in-state clergy affiliated with the person from out of state in order to marry. Unaffiliated officiants, however, don't need a letter and clerks can't ask about the method of

ordination due to freedom of religion grounds. Discussion followed. Supervisor Holschbach moved, seconded by Supervisor Metzger to approve the resolution. Upon discussion and vote, the motion passed unanimously.

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

817 South 18th Street, City of Manitowoc: Staff recommended approval of \$4,800 from John and Kelly Moder. Supervisor Hoffman moved to approve the sale to John and Kelly Moder in the amount of \$4,800, seconded by Supervisor Holschbach. Upon discussion and vote, the motion passed unanimously.

1608 22nd Street, City of Two Rivers: Three bids were received. Staff recommended sale in the amount of \$8,000 to Theresa M. McKenzie and to not accept the offers of \$5,500.50 from Chad Speilvogel and \$5,000 from Steven and Virginia Craven. Supervisor Holschbach moved to recommended the sale of the property in the amount of \$8,000 to Theresa M. McKenzie, and to not accept the offers of \$5,500.50 from Chad Speilvogel and \$5,000 from Steven and Virginia Craven, seconded by Supervisor Dufek. Upon discussion and vote, the motion passed unanimously.

208 Taylor Street, City of Two Rivers: Two bids were received. Staff recommended sale in the amount of \$20,050.00 to Teresa Brendemuehl and to not accept the offer of \$16,500.50 from Chad Speilvogel. Supervisor Holschbach moved to recommend the sale of the property in the amount of \$20,050.00 to Teresa Brendemuehl and to not accept the offer of \$16,500.50 from Chad Speilvogel, seconded by Supervisor Hoffman. Upon vote, the motion passed unanimously.

1206 North 18th Street, City of Manitowoc: One bid in the amount of \$100 was received on the parcel, and Director Beyer noted he received a request to delay the purchase earlier in the day. The committee determined there wasn't necessarily a reason sufficient enough to delay the sale of the property. The staff recommendation was to sell the property in the amount of \$100 to Chris Schmidt. Supervisor Hoffman moved to sell the property in the amount of \$100 to Chris Schmidt, seconded by Supervisor Holschbach. Upon discussion and vote, the motion passed unanimously.

1326 South 13th Street, City of Manitowoc: An offer was received in the amount of \$500 on the house, which was well below the assessed value and the amount of money that Manitowoc County had into the property. Supervisor Hoffman moved to not accept the offer of \$500 on the property, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

1120 Madison Street, City of Two Rivers: The offer received for \$1,000 included a contingency that 1608 22nd Street, City of Two Rivers and the two following vacant lots be sold as a group. Staff did not recommend the sale to Steven and Virginia Craven for \$1,000.00. Supervisor Metzger moved to not accept the offer of \$1,000 with the

contingence, seconded by Supervisor Hoffman. Upon discussion and vote, the motion passed unanimously.

Vacant 75 X 150 Lot (Parkway & 31st Street), City of Two Rivers, 053-163-013-110.03, IR20-48 & Vacant 75 X 150 Lot (Parkway & 31st Street), City of Two Rivers, 053-163-013-120.01, IR20-49: Director Beyer explained they were two vacant lots next to each other which the county has had since 1990. Because of contingency offer from Steven & Virginia Craven on grouping the properties together with the houses, staff recommended not accepting the offers. Supervisor Dufek moved to not accept the offer of \$100 for each vacant lot, seconded by Supervisor Hoffman. Upon vote, the motion passed unanimously.

Supervisor Hoffman asked to have the parcel information for the committee members made available at an earlier time, if possible. He would like to drive past the properties to get a sense of what is being considered. Director Beyer said it wasn't a problem.

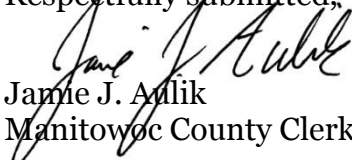
Information Systems Department Report: Director Bob Blashe explained everything is good and there were no significant issues. Director Blashe explained the end life of Windows XP, and that county computers will need to be transitioned to Windows 7. There was a discussion on Windows 8. He noted they were caught up on desktop support. The City of Manitowoc also expressed interest in having the county enter a contract to provide Geographic Information Systems services, though he needs a formal request for proposals. A discussion followed on the City of Manitowoc's possible request.

Authorization to transfer funds within the WIC activities group of accounts from contracted service to personal services line accounts to account for the temporary increase of a .8 FTE to a .9 FTE position: Health Department Director Blaha said that when they transferred a position from an hourly rate to a salaried position, they had a rough estimate of what the position equivalent would be. They were a little bit off, and because it involves the Women, Infants, and Children program, it's fully funded. He respectfully asked the committee members to move the position from .80 FTE to .90 FTE. Supervisor Holschbach moved to approve the transfer of \$4,500 to increase the position to a .90 FTE, seconded by Supervisor Metzger. Upon vote, the motion passed unanimously. Chairperson Brey thanked Director Blaha for his service to the county.

Update on 2013 financial position and discussion on the 2014 Budget: Comptroller Reckelberg said it would be a few more weeks before 2013 is over and done for accounting purposes. He said there weren't any significant issues, and overall the county was in pretty good financial shape.

Adjournment: Supervisor Metzger moved to adjourn, seconded by Supervisor Hoffman. Upon vote, the motion passed unanimously and the meeting adjourned at 5:25 p.m.

Respectfully submitted,


Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Monday March 10, 2014

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 February 10th, 2014 Finance Committee meeting.
B. Approve vouchers for the month of February 2014 in the amount of \$2,782,098.58.
4. Jeff Beyer – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
 - ✓ Resolution Authorizing Out-of-State Travel (Scott Blumreich)
6. Supervisor Todd Holschbach:
 - ✓ Discussion and possible action on “Resolution Declaring April as Restore the Shore Month”.
7. Todd Reckelberg – Comptroller/Auditor & Bob Ziegelbauer – County Executive:
 - ✓ Update on 2013 financial position and discussion on the 2014 Budget.
8. Communications and other information contained within your finance packet:
Copy of the Manitowoc County Adult Jail Population Report for the month of January 2013.
 - ✓ Copy of Monthly Daily Average Population Report – Manitowoc County Jail
 - ✓ Copy of Moody’s Investors Service Rating Update.
 - ✓ Copy of Secure Detention Report from HSD. (Was not available at time of sending)

Date: March 5, 2014

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
Manitowoc County Administration Building
1110 S. 9th St., Manitowoc, WI 54220
March 10, 2014

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

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

Public Input: Chairperson Brey opened public input at 4:00 p.m. No one present wished to speak, therefore Chairperson Brey closed public input at 4:01 p.m.

Minutes of the February 10, 2014 Finance Committee meeting: Supervisor Metzger moved, seconded by Supervisor Dufek to approve the minutes of the February 10, 2014 meeting. Upon vote, the motion passed unanimously.

Vouchers for the month of February 2014 in the amount of \$2,782,098.58: Supervisor Hoffman moved, seconded by Supervisor Holschbach to approve the vouchers for the month of February 2014. Upon vote, the motion passed unanimously.

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

1326 South 13th Street, City of Manitowoc: An offer to purchase for \$1,000.00 was received from John & Sherry DeNoyer, and staff recommended approval of sale. Supervisor Hoffman moved, seconded by Supervisor Holschbach to approve the sale to John & Sherry DeNoyer in the amount of \$1,000.00. Upon discussion and vote, the motion passed unanimously.

1621 Marshall Street, City of Manitowoc: An offer to purchase for \$400.00 was received from John Ewald & Heidi Schiefelbein, and staff recommended approval of sale. Supervisor Hoffman moved, seconded by Supervisor Metzger to approve the sale to John Ewald & Heidi Schiefelbein in the amount of \$400.00. Upon discussion and vote, the motion passed unanimously.

1120 Madison Street, City of Two Rivers: An offer to purchase for \$2,200.00 was received from Steven and Virginia Craven, and staff recommended approval of sale. Supervisor Holschbach moved, seconded by Supervisor Metzger to approve the sale to Steven and Virginia Craven in the amount of \$2,200.00. Upon discussion and vote, the motion passed unanimously.

Director Beyer mentioned there were no more houses on properties for sale by the county, only vacant lots.

Vacant 75 X 150 Lot (Parkway & 31st Street), City of Two Rivers, 053-163-013-110.03: An offer to purchase for \$100.00 with a contingency that the 1120 Madison Street offer was accepted, was received from Steven and Virginia Craven and staff recommended approval of sale. Supervisor Holschbach moved, seconded by Supervisor Hoffman to approve the sale to Steven and Virginia Craven in the amount of \$100.00. Upon discussion and vote, the motion passed unanimously.

Vacant 75 X 150 Lot (Parkway & 31st Street), City of Two Rivers, 053-163-013-110.01: An offer to purchase for \$100.00 with a contingency that the 1120 Madison Street offer was accepted, was received from Steven and Virginia Craven and staff recommended approval of sale. Supervisor Holschbach moved, seconded by Supervisor Metzger to approve the sale to Steven and Virginia Craven in the amount of \$100.00. Upon discussion and vote, the motion passed unanimously.

Director Beyer noted there were unsellable properties on the website. Some were landlocked or near a river. Discussion followed.

Resolution Authorizing Out-of-State Travel (Scott Blumreich): Supervisor Hoffman moved, seconded by Supervisor Holschbach to approve the Resolution Authorizing Out-of-State Travel for Scott Blumreich. Upon vote, the motion passed unanimously.

Discussion and possible action on “Resolution Declaring April as Restore the Shore Month”: Supervisor Holschbach explained there are invasive plant species along the lakeshore and there’s a need to protect native migratory birds. Groups involved in the project sought to remove invasive species and replace them with native species. He said he talked to both the Highway and Parks Departments and they were supportive.

Chairperson Brey said that in his discussions with Supervisor Holschbach, there was no mention of money being allocated and was curious to see what they would do with the money. He also wondered where the allocation would come from. Supervisor Holschbach said the allocation would come from the health insurance account, and noted that he realized some has to be kept for new employees. It was a small and worthy investment. There was a discussion on invasive species. Supervisor Hoffman said Moody’s was changing the county’s bond rating, and there wasn’t enough of a reserve as it is. Discussion followed on the allocation. County Clerk Aulik noted that if the committee wanted to remove the allocation

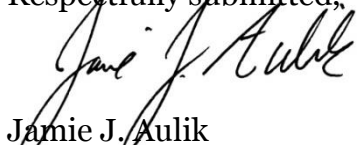
provision, it could be presented as a proclamation instead of a resolution. Discussion followed.

Supervisor Holschbach moved, seconded by Supervisor Dufek to recommend that Chairperson Hansen put it on the next county board agenda as a proclamation. Supervisor Holschbach noted that the current budget was supposed to be very tight, and now there are shifts of \$500,000 to \$600,000. Supervisor Hoffman said he eradicated purple loosestrife on his property with his own money. He also said that with snow plowing being most likely over budget, the county needed to be very careful. Supervisor Behnke mentioned that if the current health insurance rules stay in place, it will cost Manitowoc County down the road. Supervisor Metzger also said the health insurance money should stay where it is. Upon vote the motion passed unanimously.

Update on 2013 financial position and discussion on the 2014 Budget: Comptroller Reckelberg had a handout with unaudited figures, and said the undesignated/unreserved general fund totaled \$1.2 million. He noted it was because of good past decisions and budgeting, and that more people are paying current and past taxes. The \$1.2 million didn't include the insurance fund talked about at the last meeting as that is a 2014 budget item. County Executive Ziegelbauer said the county was making good decisions and it was starting to pay off. Chairperson Brey asked how Moody's downgraded the county's rating, yet removed the negative outlook. Comptroller Reckelberg said that even though the reserve fund is getting better, it was a bit on the low side when compared to other counties and how Moody's ranks it. On the bright side, the county's decision-making structure was noted as being very sound. Because of their formula for assigning bond ratings, which puts a lot of weight on the fund balance, the county dropped. He didn't think it would affect the county's ability to get a favorable interest rate if the county were to go out and borrow. Discussion followed on bond ratings and their effect on interest rates.

Adjournment: Supervisor Metzger moved to adjourn, seconded by Supervisor Hoffman. Upon vote, the motion passed unanimously and the meeting adjourned at 4:55 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Monday April 14, 2014

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 March 10th, 2014 Finance Committee meeting.
 - B. Approve vouchers for the month of March 2014 in the amount of \$2,717,774.27.
4. Jeff Beyer – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
 - ✓ Resolution Authorizing Out-of-State Travel (Schott Blumreich)
6. Todd Reckelberg – Comptroller/Auditor & Bob Ziegelbauer – County Executive:
 - ✓ Resolution Denying Claim (Margaret and Kurt Alef)
 - ✓ Resolution Authorizing Fund Balance Designations, Carry-Over, Transfer, and Reappropriation of Specified Funds From 2013 to 2014.
 - ✓ Update on 2013 financial position and discussion on the 2014 Budget.
7. Communications and other information contained within your finance packet:
 - Copy of the Manitowoc County Adult Jail Population Report for the month of January 2013.
 - ✓ Copy of Monthly Daily Average Population Report – Manitowoc County Jail
 - ✓ Copy of Secure Detention Report from HSD.

Date: April 8, 2014

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 54220
April 14, 2014

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

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

Public Input: Chairperson Brey opened public input at 4:00 p.m.

Chip Yost, Town of Centerville asked the Finance Committee to pass a resolution directing the Comptroller do a fiscal impact analysis of a single qualified Human Services Director as required by state law and county code.

Seeing no one else present wishing to give input, Chairperson Brey closed public input at 4:02 p.m.

Minutes of the March 10, 2014 Finance Committee meeting: Supervisor Dufek moved, seconded by Supervisor Metzger to approve the minutes of the March 10, 2014 meeting. Upon vote, the motion passed unanimously.

Vouchers for the month of March 2014 in the amount of \$ \$2,717,774.27: Supervisor Metzger moved, seconded by Supervisor Hoffman to approve the vouchers for the month of March 2014. Upon vote, the motion passed unanimously.

Consideration and action matters related to the Sale of Tax Deeded Property:

Public Works Director Jeff Beyer noted the properties that received offers were vacant lots, and presented information on the following parcels:

1011 Columbus St., City of Manitowoc, 052-000-355-020.00: An offer to purchase for \$69.69 was received from Steve Metzger, and staff recommended approval of sale. It was the only bid submitted, and it was the only bid on the property that Director Beyer could ever remember receiving. Supervisor Metzger noted she would be abstaining from voting. Supervisor Hoffman moved, seconded by Supervisor Holschbach to approve the sale to Steve Metzger in the amount of \$69.69. Upon vote, the motion passed with three ayes, and Supervisor Metzger abstaining.

736 N. 6th St., City of Manitowoc, 052-000-046-020.00: An offer to purchase for \$20.00 was received from Steve Metzger. It was the only offer received and staff recommended approval of sale. Supervisor Hoffman moved, seconded by Supervisor Dufek to approve the sale to Steve Metzger in the amount of \$20.00. Upon vote, the motion passed with three ayes, and Supervisor Metzger abstaining.

Information Systems Director Bob Blashe was not in attendance, but he submitted a report on ongoing operations related to the Information Systems Department.

Resolution Authorizing Out-of-State Travel (Scott Blumreich): Comptroller Reckelberg explained that the resolution was to send an Information Systems Department employee to required training. Supervisor Metzger moved to approve the resolution, seconded by Supervisor Hoffman. Upon vote, the motion passed unanimously.

Resolution Denying Claim (Margaret and Kurt Alef): Comptroller Reckelberg said that the claim was recommended for denial by the county's insurance company. After investigating, it couldn't be determined if it was a county vehicle, town vehicle or contractor which caused the damage. There were other factors involved in the denial as well. Supervisor Dufek moved to approve the resolution, seconded by Chairperson Brey. Upon vote, the motion was approved unanimously.

Resolution Authorizing Fund Balance Designations, Carry-Over, Transfer, and Reappropriation of Specified Funds From 2013 to 2014: Comptroller Reckelberg said this is an annual resolution. He gave an explanation of what restricted and committed funds were. Discussion followed. Supervisor Hoffman moved, seconded by Supervisor Metzger to approve the resolution. Upon vote, the motion passed unanimously.

Update on 2013 financial position and discussion on the 2014 Budget: Comptroller Reckelberg said that auditors were in county departments doing field work, and nothing unusual was reported. County Executive Ziegelbauer said that it's been a long journey, but the county was in a good financial position. He noted that the Highway Department is approximately \$100,000 over the estimate for the first quarter of highway season, but was confident the Highway Department would make it up. He also noted there was a surplus from previous years which was approximately 2/3rds to 3/4ths of the \$100,000.

Adjournment: Supervisor Metzger moved to adjourn, seconded by Supervisor Dufek. Upon vote, the motion passed unanimously and the meeting adjourned at 4:20 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Monday May 12, 2014

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 Paul (Biff) Hansen:
 - A. Election of Vice Chair
 - B. Election of Secretary
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 April 14th, 2014 Finance Committee meeting.
 - B. Approve vouchers for the month of April 2014 in the amount of \$2,030,223.62.
4. Jeff Beyer – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
6. Jamie Aulik – County Clerk:
 - ✓ Resolution Authorizing Participation in United Way Campaign.
7. Todd Reckelberg – Comptroller/Auditor & Bob Ziegelbauer – County Executive:
 - ✓ Update on 2013 financial position, Audit, and discussion on the 2014 Budget.
8. Discuss and possible action on Finance Committee meeting dates and times.
9. Communications and other information contained within your finance packet:
 - ✓ Copy of Monthly Daily Average Population Report – Manitowoc County Jail
 - ✓ Copy of Secure Detention Report from HSD.
 - ✓ Copy of letter, “Notice of Disallowance of Claim” sent to Margaret and Kurt Alef Wright by Corporation Counsel.
10. Adjournment.

Date: May 6, 2014

Paul (Biff) Hansen, 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 54220
May 12, 2014

Attendance: Chairperson Paul Biff Hansen, Supervisor Rita Metzger, Supervisor Greg Dufek, Supervisor Mike Williams, and Supervisor Todd Holschbach.

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

Election of Finance Committee Vice-chair: Supervisor Holschbach nominated Supervisor Dufek to be the Finance Committee Vice-chair, seconded by Supervisor Williams. There were no other nominations. Upon vote, Supervisor Dufek was elected Vice-chair on a unanimous ballot.

Election of Finance Committee Secretary: Supervisor Williams nominated Supervisor Metzger to be the Finance Committee Secretary, seconded by Supervisor Dufek. Upon vote, Supervisor Metzger was elected Secretary on a unanimous ballot.

Public Input: Chairperson Hansen called for public input three times. Seeing none, public input was closed at 4:05 p.m.

Minutes of the April 14, 2014 Finance Committee meeting: Supervisor Holschbach moved, seconded by Supervisor Dufek to approve the minutes of the April 14, 2014 Finance Committee meeting. Upon vote, the minutes were approved unanimously.

Vouchers for the month of April 2014 in the amount of \$2,030,223.62: Supervisor Holschbach moved to approve the vouchers for April 2014 in the amount of \$2,030,223.62, seconded by Supervisor Metzger. Upon vote, the vouchers were approved unanimously.

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

East Reed Avenue, City of Manitowoc, 052-520-047-010.00, IR2013-32: Public Works Director Jeff Beyer presented one proposal for a vacant lot located on East Reed Ave. in the City of Manitowoc. Steve Metzger offered \$50.50 for the property, which was below the appraised value of \$1,000, and the amount the county has into the property which was \$755.55. Also, there may be some interest by the City of Manitowoc regarding the property. The sale of the property was not recommended by Public Works Department staff. Discussion followed. Supervisor Metzger said she would abstain from the vote. Supervisor Holschbach moved to accept the recommendation of staff and not sell the property at this time, seconded by Supervisor Dufek. Upon vote, the motion passed 4-0 with Supervisor Metzger abstaining.

Information Systems Department report: IS Department Director Bob Blashe noted the exceptional work Ashley Smits was doing in his department and had a report on ongoing operations in the IS. Department.

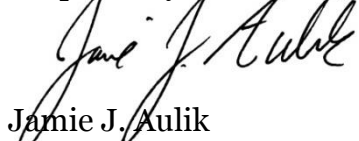
Resolution Authorizing Participation in United Way Campaign: County Clerk Aulik said it was an annual resolution which authorizes the United Way to hold a campaign in Manitowoc County government. Supervisor Metzger moved to approve the resolution, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.

Update on 2013 financial position, audit, and discussion on the 2014 Budget: Comptroller Reckelberg said the auditors have completed their field work and are close to having financial statements complete. He also noted that the county was one-third the way through 2014 and there was nothing very troublesome. County Executive Ziegelbauer said things were pretty peaceful.

Discuss and possible action on Finance Committee meeting dates and times: The committee members wished to continue to meet on the second Monday of month at 4 p.m.

Adjournment: Supervisor Holschbach moved to adjourn, seconded by Supervisor Dufek. Upon vote, the committee unanimously adjourned at 4:30 pm.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Tuesday June 17, 2014
TIME: 6:00 PM
PLACE: U.W. Manitowoc (Cafeteria)
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 at the meeting:

1. Call to order by Chair Paul (Biff) Hansen:
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 May 12th, 2014 Finance Committee meeting.
 - B. Approve vouchers for the month of May 2014 in the amount of \$1,945,059.43.
4. Jeff Beyer – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
6. Patricia Dodge – Human Services Department Co-Director:
 - ✓ Requesting Finance Committee support for myAvatar software project by Netsmart. (This system replaces CMCH which is at its end of life and will no longer be supported starting 2017)
7. Todd Reckelberg – Comptroller/Auditor & Bob Ziegelbauer – County Executive:
 - ✓ Discussion and Review of financial information and audit of 2013 with external audit firm Schenck SC.
8. Communications and other information contained within your finance packet:
 - ✓ Copy of Monthly Daily Average Population Report – Manitowoc County Jail
 - ✓ Copy of Secure Detention Report from HSD.
9. Adjournment.

Date: June 11, 2014

Paul (Biff) Hansen, 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
705 Viebahn St., Manitowoc, WI 54220
June 17, 2014

Attendance: Chairperson Paul Biff Hansen, Supervisor Rita Metzger, Supervisor Greg Dufek, and Supervisor Mike Williams. Supervisor Todd Holschbach was excused.

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

Public Input: Chairperson Hansen called for public input three times. Seeing none, public input was closed at 4:01 p.m.

Minutes of the May 12, 2014 Finance Committee meeting: Supervisor Metzger moved, seconded by Supervisor Dufek to approve the minutes of the May 12, 2014 Finance Committee meeting. Upon vote, the minutes were approved unanimously.

Vouchers for the month of May 2014 in the amount of \$1,945,059.43: Supervisor Williams moved to approve the vouchers for May 2014 in the amount of \$1,945,059.43, seconded by Supervisor Metzger. Upon vote, the vouchers were approved unanimously.

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

Vacant Lot (17312 Taus Road), Town of Franklin, 005-019-007-002.00, IR2000-01 Town of Franklin: Public Works Director Jeff Beyer presented one proposal for a vacant lot on Taus Road in the Town of Franklin. Richard and Darla Taddy offered \$100.00 for the lot, which is located adjacent to their property. The sale was recommended by staff. Supervisor Metzger moved, seconded by Supervisor Dufek to approve the sale. Upon discussion and vote, the motion passed unanimously.

Vacant Lot – river frontage along Little Manitowoc River, City of Manitowoc, 052-820-102-030.00, IR 31-37: Public Works Director Jeff Beyer presented one proposal for a vacant lot of river frontage along the Little Manitowoc River. Steve Metzger offered \$20.14 for the property. The sale was recommended by staff. Supervisor Metzger said she was abstaining from voting. Supervisor Dufek moved, seconded by Supervisor Williams to approve the sale. Upon discussion and vote, the motion passed 3-0 with Supervisor Metzger abstaining.

Vacant Lot – Davis Street, City of Two Rivers, 053-315-002-130.09, IR 31-43: Public Works Director Jeff Beyer presented one proposal for a vacant lot on Davis Street in the City of Two Rivers. Steve Metzger offered \$76.00 for the property. The sale was recommended by staff. Supervisor Metzger said she was abstaining from voting. Supervisor Dufek moved, seconded by Supervisor Williams to approve the sale. Upon discussion and vote, the motion passed 3-0 with Supervisor Metzger abstaining.

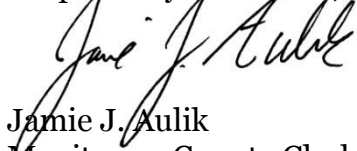
Information Systems Department report: IS Department Director Bob Blashe gave a brief report related to ongoing operations, and generally had no issues or problems to report.

Patricia Dodge – Human Services Department Co-Director: Requesting Finance Committee support for myAvatar software project by Netsmart. (This system replaces CMCH which is at its end of life and will no longer be supported starting 2017): Co-Director Dodge noted that the CMHC computer system is 15 years old, and wasn't at the end of its useful life but getting there. The vendor will support CMHC until 2017, at which time it will only support their new platform called myAvatar. Co-Director Dodge was favorable towards the new platform, and having had discussions with the IS Department and Comptroller's Office, a financing plan was in place to purchase it. Because there are costs involved with purchasing the new platform, she requested the Finance Committee's support for the myAvatar project. Discussion followed. Supervisor Dufek moved to support the myAvatar software project, seconded by Supervisor Williams. Upon vote, the motion passed unanimously.

Discussion and Review of financial information and audit of 2013 with external audit firm Schenck SC: Comptroller Todd Reckelberg introduced Michael Konecny, External Auditor from Schenck Audit Business Solutions, who summarized results of their audit and explained that overall, Manitowoc County had a stable year which was illustrated by improvements in many areas. Mr. Konecny said there was nothing unusual. Discussion followed. Mr. Konecny thanked Comptroller Reckelberg for his assistance during the audit.

Adjournment: Supervisor Metzger moved to adjourn, seconded by Supervisor Dufek. Upon vote, the committee unanimously adjourned at 6:48 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Monday July 14, 2014

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 Paul (Biff) Hansen:
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 June 17th, 2014 Finance Committee meeting.
 - B. Approve vouchers for the month of June 2014 in the amount of \$2,255,829.83.
4. Jeff Beyer – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
 - B. Discussion and possible action, Lease/Right of First Refusal Agreement – Resolution for 1910 20th Street, Two Rivers.
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
6. Todd Reckelberg – Comptroller/Auditor & Bob Ziegelbauer – County Executive:
 - ✓ Resolution Disallowance of Claim by Lana Wagner.
 - ✓ Request authorization to acquire credit card for the Airport.
 - ✓ Discussion and appropriate actions as may be necessary regarding County Code, County Board Rules, as it pertains to the 2015 Budget Calendar of Events.
7. Communications and other information contained within your finance packet:
 - ✓ Copy of Monthly Daily Average Population Report – Manitowoc County Jail
 - ✓ Copy of Secure Detention Report from HSD.
8. Adjournment.

Date: July 8, 2014

Paul (Biff) Hansen, 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 Meeting
Administration Building 1110 S 9th St, Manitowoc, WI
July 14, 2014

Attendance: Chairman Paul Hansen, Supervisor Greg Dufek, Supervisor Mike Williams, and Supervisor Todd Holschbach. Supervisor Rita Metzger was excused.

Also present: Comptroller Todd Reckelberg, Payroll Administrator Terri LaViolette, Information Systems Director Bob Blashe, Public Works Director Jeff Beyer, Treasurer Cheryl Duchow, County Executive Bob Ziegelbauer, Corporation Counsel Steve Rollins, County Board Chair Supervisor Jim Brey, and Maura Yost.

1. Chairman Paul Hansen called the meeting to order at 4:00 PM.
2. Chairman Paul Hansen called for public input. Seeing none, public input was closed.
3. A motion was made by Supervisor Williams and seconded by Supervisor Dufek to approve the minutes of the June 17, 2014 Finance Committee Meeting. Motion passed unanimously.

After discussion on specific vouchers, Motion was made by Supervisor Holschbach and seconded by Supervisor Dufek to approve the vouchers for the month of June, 2014 in the amount of \$2,255,829.83. Motion passed unanimously.

4. Jeff Beyer – Public Works Director presented a Resolution for a Lease/Right of First Refusal Agreement for property at 1910 20th St, Two Rivers. After discussion, Motion was made by Supervisor Holschbach and seconded by Supervisor Dufek to proceed with the Resolution. Motion passed unanimously. The committee also authorized Jeff to proceed with class 1 and class 3 advertising notifications regarding this situation.
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 brought a Resolution regarding Disallowance of Claim by Lana Wagner. After discussion, Motion was made by Supervisor Dufek and seconded by Supervisor Williams to forward this Resolution. Motion passed unanimously.

After discussion on the request for authorization to acquire a credit card for the Airport, Motion was made by Supervisor Holschbach and seconded by Supervisor Williams to direct the Comptroller to proceed with acquiring a card for their use. Motion passed unanimously.

Discussion regarding the County Code and County Board Rules, as it pertains to the 2015 Budget Calendar of Events took place. After discussion, a motion was made by Supervisor Holschbach and seconded by Supervisor Williams directing Corporation Counsel to draft resolution changing County Code 4.05(6) that it reflects an appropriate date that the County Board would be able to adopt a County Budget and meet the Department of Revenue reporting deadline for apportionment of taxes. Motion passed unanimously.

The Comptroller and County Executive also responded to various questions from Committee Members related to County finances, budget matters, etc. as it related to the above item.

7. The Committee received other Communications and information including:
Copy of Monthly Daily Average Population Report-Manitowoc County Jail
Copy of Secure Detention Report from HSD.

A motion was made by Supervisor Holschbach and seconded by Supervisor Dufek to adjourn the meeting at 4:58 p.m. Motion carried unanimously.

Respectfully submitted,



Terri LaViolette
Payroll Supervisor-Temporary Recording Secretary



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Monday August 11, 2014
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 Paul (Biff) Hansen:
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 14th, 2014 Finance Committee meeting.
B. Approve vouchers for the month of July 2014 in the amount of \$2,461,010.90.
4. Jeff Beyer – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
6. Sharon Cornils – Personnel Director:
 - ✓ Discussion of 2015 budget proposal that would bring all employees to the minimum of their pay grade by January 1, 2016.
7. Todd Reckelberg – Comptroller/Auditor & Bob Ziegelbauer – County Executive:
 - ✓ Update on status of 2014 Budget and the Executive's 2015 Proposed Budget.
8. Supervisor Rita Metzger:
 - ✓ Discussion and possible action regarding Placing Health Care Advisory referendum on the November 4, 2014 Manitowoc County Ballot.
9. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ Copy of Monthly Daily Average Population Report – Manitowoc County Jail
 - ✓ Copy of Secure Detention Report from HSD (Responsible party is out of the office until 8/14).
 - ✓ Copy of Notice of Disallowance of Claim letter to Lana Wagner from Corporation Counsel.
 - ✓ Ordinance Amending Manitowoc County Code §4.05(6) – this was approved at your 7/14 meeting.
10. Adjournment.

Date: August 6, 2014

Paul (Biff) Hansen, 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., Manitowoc, WI 54220
August 11, 2014

Attendance: Chairperson Paul Biff Hansen, Supervisor Rita Metzger, Supervisor Greg Dufek, Supervisor Todd Holschbach, and Supervisor Mike Williams.

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

Public Input:

Jen Cohen, 1635 Swan Rd., DePere spoke on behalf of referendum proposal for BadgerCare. She said the county residents are footing the bill twice, and Manitowoc County is losing \$1 million to other states who have opted to take the money. She said Manitowoc County would save money if people had access to preventative care.

Kerry Trask, 1020 N. 16th St, Manitowoc quoted Bob LaFollette by saying the problems of democracy are dealt with more democracy. Speaking in support of the health care referendum, he said that it should go to a referendum of the people.

Chairperson Hansen called for public input three more times. Seeing none, public input was closed at 4:08 p.m.

Minutes of the July 14, 2014 Finance Committee meeting: Supervisor Metzger moved, seconded by Supervisor Williams to approve the minutes of the July 14, 2014 Finance Committee meeting. Upon vote, the minutes were approved unanimously.

Vouchers for the month of July 2014 in the amount of \$2,461,010.90: Supervisor Metzger moved to approve the vouchers for May 2014 in the amount of \$2,461,010.90, seconded by Supervisor Holschbach. Upon vote, the vouchers were approved unanimously.

Information Systems Department report: IS Department Director Bob Blashe presented a more brief report to the committee members about ongoing operations, and generally had no issues or problems to report. Most areas were running well. Discussion followed.

Discussion of 2015 budget proposal that would bring all employees to the minimum of their pay grade by January 1, 2016: Personnel Director Sharon Cornils had a PowerPoint presentation and gave a history of the pay plan. She noted that baby boomers are retiring, current method of hiring perpetuates the issue of hiring below the current minimum pay level, in particular for administrative support and human services professionals. The goal was to bring all employees up to minimum by January 1, 2016. She answered supervisors' questions. County Executive Ziegelbauer also noted that his 2015 budget proposal would include two pay increases to the pay plan next year. The plan would be increased .5% on January 1 and another .5% on July 1, 2015.

Without objection, public input continued:

Nancy Slattery, 9704 Pautz Rd., Maribel said that as a person of faith accepting federal dollars would be sound stewardship of the people of the county. The population would be healthier because of health care.

W. Michael Slattery, 9704 Pautz Rd., Maribel said that when he began in agriculture, his family had no health insurance. When he did get insurance, the premiums significantly increased every year. He noted the state left money on the table, and that's not sound business practice.

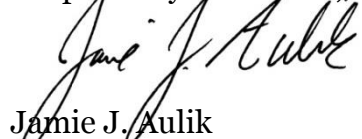
2014 Budget: Comptroller Reckelberg said that things are looking good overall.

2015 Proposed Budget: Comptroller Reckelberg said they are just getting started. There will be a kickoff in two weeks. He noted the budget timeline would likely be adjusted to try to accommodate the state. Chairperson Brey noted he had to talk to Clerk Aulik about trying to fit a budget session in between the November election.

Discussion and possible action regarding Placing Health Care Advisory referendum on the November 4, 2014 Manitowoc County Ballot: Clerk Aulik explained that he was asked to provide the committee an estimate of additional expenditures incurred from the possible advisory referendum, and it was \$1,960. He also explained the deadlines for passage, and process for publishing notices and programming voting equipment. Supervisor Metzger explained her rationale for proposing the referendum. There was discussion on the potential to muddy the waters for already approved referenda, the result of the referendum, and the point of exchanges. Supervisor Metzger moved to approve the resolution placing the health care advisory referendum on the November 4, 2014 Manitowoc County Ballot, seconded by Supervisor Dufek. Upon vote, the motion passed 5-1 with Supervisor Williams voting no and all other supervisors, including ex-officio committee member Chairperson Brey voting aye.

Adjournment: Supervisor Metzger moved to adjourn, seconded by Supervisor Dufek. Upon vote, the committee unanimously adjourned at 5:12 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Monday September 8, 2014
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 Paul (Biff) Hansen:
2. Public comment regarding any matters that will be taken up by the Finance Committee at this meeting.
3. A. Approve the minutes of the August 11th, 2014 Finance Committee meeting.
B. Approve vouchers for the month of August 2014 in the amount of \$14,387,188.91.
4. Jeff Beyer – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
5. Bob Blashe – Information Systems Director:
 - ✓ Review IS operations and report sent out under separate cover.
6. Amy Wergin – Public Health Director:
 - ✓ Discussion and possible action regarding request to increase WIC Director from .85 FTE to .95 FTE.
7. Todd Reckelberg – Comptroller/Auditor:
 - ✓ Reporting of Economic Interest – Cheryl Duchow County Treasurer.
 - ✓ Resolution Denying Claim (John Neuser).
8. Bob Ziegelbauer – County Executive:
 - ✓ Update regarding 2014 operations and the 2015 Budget.
9. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ Copy of Monthly Daily Average Population Report – Manitowoc County Jail (Not available at time this agenda was published)
 - ✓ Copy of Secure Detention Report from HSD.
10. Adjournment.

Date: September 3, 2014

Paul (Biff) Hansen, 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., Manitowoc, WI 54220
September 8, 2014

Attendance: Chairperson Paul Biff Hansen, Supervisor Rita Metzger, Supervisor Greg Dufek, Supervisor Todd Holschbach, and Supervisor Mike Williams.

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

Public Input:

Chip Yost, Town of Centerville talked about the right to free speech, Wis. Stat. 46.23, and asked the supervisors to fund a single qualified Human Services Director for the next budget.

Chairperson Hansen called for public input three more times. Seeing none, public input was closed at 4:04 p.m.

Minutes of the August 11, 2014 Finance Committee meeting: Supervisor Metzger moved, seconded by Supervisor Williams to approve the minutes of the August 11, 2014 Finance Committee meeting. Upon vote, the minutes were approved unanimously.

Vouchers for the month of August 2014 in the amount of \$14,387,188.91: Supervisor Metzger moved to approve the vouchers for August 2014 in the amount of \$14,387,188.91, seconded by Supervisor Williams. Upon vote, the vouchers were approved unanimously.

Information Systems Department report: IS Department Director Bob Blashe had a report, and explained a new invoice payment system that is being implemented.

Discussion and possible action regarding request to increase WIC Director from .85 FTE to .95 FTE: Health Department Director Amy Wergin explained that the Women, Infants, and Children program (WIC) is 100% fully funded, therefore there won't be any levy impact from the increase of the position. Discussion followed. Supervisor Metzger moved to increase WIC Director from .85 FTE to .95 FTE, seconded by Supervisor Holschbach. Discussion followed. Upon vote, the motion passed unanimously.

Report of Economic Interest - Cheryl Duchow, Manitowoc County Treasurer: The committee received a report of economic interest from Treasurer Duchow where she won a gift card for taking a Kronos survey. The gift card was donated to the Human Services Department.

Resolution Denying Claim (John Neuser): Corporation Counsel Rollins gave the background of the claim, which dealt with property damage during a county agency executing an authorized warrant. The county's insurance carrier recommended denying the claim. Discussion followed. Supervisor Dufek moved to deny the claim, seconded by Supervisor Williams. Upon vote, the motion passed unanimously.


2015 Budget: County Executive Ziegelbauer said that because it was the beginning of September and numbers were still coming in, he didn't know how the 2015 budget was going to turn out. When asked about health insurance, he said he didn't anticipate any major changes but didn't know for sure. There was discussion on the timing of the budget.

2014 Operations: Supervisor Metzger asked about writing the Attorney General about the arrangement of the four Human Services Co-Directors. Corporation Counsel Rollins said he already asked that question, which is posted in the corporation counsel's section of the website, and the AG refused to answer it. Discussion followed.

A discussion on the meeting schedule for the month of October followed. It was determined that the committee would meet on its usual day, October 13 if it was necessary. Otherwise the committee will meet at 4:30 p.m. on October 20 because the County Executive presents his budget on October 14.

Adjournment: Supervisor Metzger moved to adjourn, seconded by Supervisor Holschbach. Upon vote, the committee unanimously adjourned at 4:37 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY
AMENDED FINANCE COMMITTEE
MEETING NOTICE

DATE: Tuesday October 14, 2014

TIME: 6:30 PM

PLACE: University of Wisconsin Manitowoc Campus
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 Paul (Biff) Hansen:
2. A. Approve the minutes of the September 8th, 2014 Finance Committee meeting.
B. Approve vouchers for the month of September 2014 in the amount of \$2,232,480.72.
3. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting. (None)
 - B. Tax foreclosed properties, review, discuss, and possible action.
 - C. Lease 1910 20th Street Two Rivers, Amendment – Discussion and possible action: Resolution.
4. Todd Reckelberg – Comptroller/Auditor:
 - ✓ Update the committee on a claim filed by Jennifer Cummings. This item will also be placed on the Finance Committee's October 20 meeting for discussion and action.
 - ✓ ***Ordinance Amending Manitowoc County Code § 4.13(3) (Sheriff's Department Fees – Jail Expense Reimbursement)***
5. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ Copy of Monthly Daily Average Population Report (for August and September) – Manitowoc County Jail
 - ✓ Copy of Secure Detention Report from HSD for September.
 - ✓ Copy of Disallowance of Claim letter from Corporation Counsel Steven Rollins to John Neuser.
6. Adjournment.

Date: October 7, 2014

Amended: October 10, 2014 @ 11:45 a.m.

Paul (Biff) Hansen, 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
705 Viebahn St., Manitowoc, WI
October 14, 2014

Attendance: Chairperson Paul Biff Hansen, Supervisor Rita Metzger, Supervisor Greg Dufek, Supervisor Todd Holschbach, and Supervisor Mike Williams.

Call to Order: The meeting was called to order by Chairperson Hansen at 6:30 p.m.

Minutes of the September 8, 2014 Finance Committee meeting: Supervisor Holschbach moved, seconded by Supervisor Williams to approve the minutes of the September 8, 2014 Finance Committee meeting. Upon vote, the minutes were approved unanimously.

Vouchers for the month of September 2014 in the amount of \$2,232,480.72: Supervisor Metzger moved to approve the vouchers for August 2014 in the amount of \$2,232,480.72, seconded by Supervisor Dufek. Upon vote, the vouchers were approved unanimously.

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

115 N. 5th St., Village of Reedsville: There was discussion on a rental agreement with the person living there. Supervisor Metzger moved to list the property for \$10,300, seconded by Supervisor Dufek. Upon vote, the motion carried unanimously.

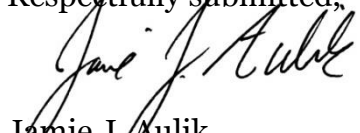
Lease 1910 20th Street Two Rivers, Amendment – Discussion and possible action: There was discussion on leasing 1910 20th Street in Two Rivers to Richard Carey of Chard Development. Supervisor Metzger moved, seconded by Supervisor Holschbach to lease the property. Upon vote, the motion passed unanimously.

Update the committee on a claim filed by Jennifer Cummings: Comptroller Reckelberg and Corporation Counsel Rollins updated the committee on a claim filed by Jennifer Cummings, where a K-9 dog injured a family member of a deputy. There was discussion on insurance options and the claim. This item will be placed on the October 20 agenda for action.

Ordinance Amending Manitowoc County Code § 4.13(3) (Sheriff's Department Fees – Jail Expense Reimbursement): There was discussion on a proposal to increase fees charged to inmates for jail expenses. The committee took no action. This item will also be placed on the October 20 agenda for action.

Adjournment: Supervisor Williams moved to adjourn, seconded by Supervisor Holschbach. Upon vote, the committee unanimously adjourned at 7:02 p.m.

Respectfully submitted,



Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: **Monday October 20, 2014**

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 at the meeting:

1. Call to order by Chair Paul (Biff) Hansen:
2. Public comment regarding any matters that will be taken up by the Finance Committee at this meeting.
3. Approve the minutes of the October 14th, 2014 Finance Committee meeting.
4. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property:
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
 - B. Approve advertising of tax foreclosed real estate properties.
5. Todd Reckelberg – Comptroller/Auditor:
 - ✓ Reporting of Economic Interest – Jim Brey – County Board Chair.
 - ✓ Discussion and action regarding claim filed by Jennifer Cummings.
6. Finance Committee, Bob Ziegelbauer – County Executive:
 - ✓ Ordinance Amending Manitowoc County Code § 4.13(3) (Sheriff's Department Fees – Jail Expense Reimbursement). (Carried over from 10/14/14 meeting for more information and discussion).
 - ✓ Review and make recommendation to County Board regarding Executive's 2015 Proposed Budget.
7. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ None
8. Adjournment.

Date: October 15, 2014

Paul (Biff) Hansen, 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., Manitowoc, WI
October 20, 2014

Attendance: Chairperson Paul Biff Hansen, Supervisor Rita Metzger, Supervisor Greg Dufek, Supervisor Todd Holschbach, and Supervisor Mike Williams.

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

Public Comment:

Chelle Blaszczyk, Town of Manitowoc said she used to check out three physical books per week from the Manitowoc Public Library, and now she borrows three to four books a week from the library on her Kindle.

Judith Perlman, Village of Cleveland said that the formula for the county allocation to the Manitowoc Public Library doesn't include digital materials. She mentioned she liked to listen to books in her car and CDs are obsolete because the world has gone digital. She advocated for a rational arithmetic calculation to fund the library.

Cherilyn Stewart, City of Manitowoc and the Library Director at the Manitowoc Public Library said the gate count was up 11%, but the physical book checkout down 11%. She mentioned the formula for county funding should take into account the way a library is used today. She was asking for an allocation of \$12,452, and mentioned that they were looking at what other counties were doing for their allocation to libraries.

Jim Knickelbine, Town of Two Rivers and Director of the Woodland Dunes Nature Center talked about invasive species and had an example of phragmites, which is an invasive reed. He said that with mowing in ditches at the appropriate time and use of a herbicide, it can be wiped out. He noted working to help eliminate it at the Materials Recycling Facility and in Shoto.

Chelle Blaszczyk, Town of Manitowoc said she was President of the Master Gardeners and they would likely help out with controlling invasive species.

Minutes of the October 14, 2014 Finance Committee meeting: Supervisor Holschbach moved, seconded by Supervisor Metzger to approve the minutes of the October 14, 2014 Finance Committee meeting. Upon vote, the minutes were approved unanimously.

Discussion and action regarding claim filed by Jennifer Cummings: Comptroller Reckelberg explained the background of the claim. Deputy Todd Cummings related what happened, where his K-9 service dog reacted, and caused an injury to his wife at home which required medical treatment. He was seeking to be reimbursed \$1,483.05 which was the cost he incurred for the medical treatment for his wife. Discussion followed on options to insure the county for future claims regarding these types of matters. Supervisor Dufek moved to pay Deputy Cummings and his family \$1,483.05 for the medical bills incurred from the injury, seconded by Supervisor Holschbach. Discussion followed on inviting the Sheriff to the next regular Finance Committee meeting. Upon vote, the motion passed unanimously.

Report of Economic Interest – Jim Brey, County Board Chair: Chairperson Brey won a grill at the Wisconsin Counties Association conference. He said he turned it over to the Human Services Department for one of their programs. The committee received and filed the report of economic interest.

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

Public Works Director Gerry Neuser received an offer to purchase on parcel 052-520-047-010.00 located on E. Reed Ave in the City of Manitowoc. The offer was for \$51.00 from Eric Herm. Staff did not recommend sale of the parcel. Chairperson Brey mentioned the City of Manitowoc might be interested in acquiring the property. Discussion followed. Supervisor Metzger moved to not accept the bid, seconded by Supervisor Williams. Discussion followed on finding out how many parcels there are similar to this one. Upon vote, the motion was approved unanimously.

Manitowoc County acquired a number of properties through the *in rem* process. Director Neuser was looking to advertise the acquired properties using a Class 3 notice. Supervisor Holschbach moved to advertise the properties using a Class 3 notice, seconded by Supervisor Metzger. Upon vote, the motion was approved unanimously.

Ordinance Amending Manitowoc County Code § 4.13(3) (Sheriff's Department Fees – Jail Expense Reimbursement):

The ordinance proposed a \$25 daily jail fee for convicted inmates. Discussion followed on alternative rates, Huber vs. Non-Huber, the collection agency aspect of collecting fees, the wisdom or folly of charging inmates, and making them pay for making bad choices.

Supervisor Metzger moved to keep the rates the same as they currently are, seconded by Supervisor Dufek. Chairperson Brey notified the committee that he would be voting as an ex officio member. Upon discussion and vote, the motion failed 3-3 with Supervisors Hansen, Williams, and Brey voting no and all other supervisors voting aye.

Supervisor Williams moved to make the rate \$22 per day, seconded by Chairperson Brey. Upon discussion and vote, the motion failed 3-3 with Supervisors Metzger, Holschbach, and Dufek voting no and all other supervisors voting aye.

Comptroller Reckelberg advised the committee that a fee increase to \$22 or \$25 per day leaves the budget balanced. Leaving it at \$18 creates a \$25,000 hole in the budget.

Chairperson Brey said he would bring the ordinance to the county board at \$22 per day for their October 30 meeting.

Supervisor Dufek asked to have corporation counsel research if there is a legal prohibition on a fee differential between working and nonworking inmates.

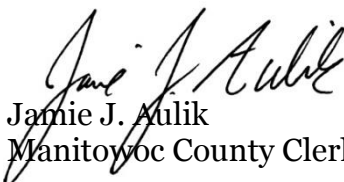
County Executive 2015 proposed budget:

Chairperson Hansen said that the committee was making a list of possible changes to the proposed budget that could be considered at a later date. The list of possible amendments included: Progress Lakeshore funding, an additional payment to the Manitowoc Public Library. Discussion followed on the funding formula used for the library. The list further included the Human Services Director, the employee wage plan, and funding for invasive species eradication. Discussion followed on the amount and means by which money would be allocated to eradicate invasive species. The list of possible amendments further included the health insurance plan. Discussion followed on the merits of the copay for going out of network. The list further included an increased relationship with Painting Pathways. Discussion followed.

The next meeting date was discussed, and was set for Monday, November 3, at 4:30 PM. Discussion followed.

Adjournment: Supervisor Metzger moved to adjourn, seconded by Supervisor Williams. Upon vote, the committee unanimously adjourned at 6:50 p.m.

Respectfully submitted,


Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: **Monday November 3, 2014**

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 at the meeting:

1. Call to order by Chair Paul (Biff) Hansen:
2. Public comment regarding any matters that will be taken up by the Finance Committee at this meeting.
3. A. Approve the minutes of the October 20th, 2014 Finance Committee meeting.
B. Approve vouchers for the month of October.
4. Finance Committee:
 - ✓ Review and make recommendation to County Board regarding Executive's 2015 Proposed Budget. Under consideration -
 - A. Progress Lakeshore – formerly Economic Development Corporation of Manitowoc County
 - B. Library
 - C. Evasive species management
 - D. Human Services Director
 - E. Painting Pathways
 - F. Wage plan
 - G. Other items
5. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property:
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
6. Todd Reckelberg – Comptroller/Auditor:
 - ✓ Resolution Disallowance of Claim by Nancy Hronek.
 - ✓ Resolution Disallowance of Claim by Julie Reimer.
 - ✓ Resolution Disallowance of Claim by Eire Insurance, for Patrick and Judith Shallue.
 - ✓ Discussion and possible action regarding K-9 Insurance.
7. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ None
8. Adjournment.

Date: October 30, 2014

Paul (Biff) Hansen, 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., Manitowoc, WI
November 3, 2014

Attendance: Chairperson Paul Biff Hansen, Supervisor Rita Metzger, Supervisor Greg Dufek, Supervisor Todd Holschbach, and Supervisor Mike Williams.

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

Public Comment: Chip Yost, Town of Centerville said that Manitowoc County has no authority to appoint multiple directors for the Human Services Department and said the county was out of compliance with state law.

Minutes of the October 20, 2014 Finance Committee meeting: Supervisor Holschbach moved, seconded by Supervisor Metzger to approve the minutes of the October 20, 2014 Finance Committee meeting. Upon vote, the motion passed unanimously.

Approve the vouchers for the month of October: Supervisor Holschbach moved, seconded by Supervisor Metzger to approve the accounts payable checks for the month of October 2014. Upon vote, the motion passed unanimously.

2015 County Executive's Proposed Budget:

Bridge aid: Supervisor Williams moved to amend the county executive's proposed budget by reducing the Bridge Aid Petition Property Tax Levy and associated expenses by \$3,257.00 which was caused by a new town clerk erroneously providing the wrong amount to the Manitowoc County Highway Department, seconded by Supervisor Holschbach. Chairperson Brey mentioned he would be voting as an *ex-officio* member of the Finance Committee on all budget items. Upon vote, the motion passed unanimously.

Progress Lakeshore: Chairperson Brey noted that in 2009, the county board allocated funds for Progress Lakeshore (then the Economic Development Corporation of Manitowoc County), and felt that the county should participate going forward. Supervisor Brey moved to allocate \$50,000 from the undesignated unreserved fund balance for payment to Progress Lakeshore, with the stipulations that the open meetings law not apply to Progress Lakeshore, and that the County Executive and a county board supervisor serve on the board of directors, seconded by Supervisor Holschbach. Discussion followed regarding the Wisconsin Economic Development Corporation and other economic development corporations either following or not following the open

meetings law, how forthcoming or not forthcoming the organization is with information, the experience the Kiel area has had with Progress Lakeshore, the effect this allocation could possibly have moving forward that would affect county employment, transparency, and other considerations. Upon vote, the motion failed 3-3 with Supervisors Williams, Dufek, and Hansen voting no, and Supervisors Brey, Metzger, and Holschbach voting aye.

Manitowoc Public Library: There was discussion on county funding for the Manitowoc Public Library but no action was taken.

Invasive species: Supervisor Holschbach explained that county and adjacent lands were experiencing damage from fragmites and other invasive species that are taking over our natural ecosystems. Supervisor Holschbach moved that \$10,000 be transferred from paying ahead on debt service to the Park Department under the director's jurisdiction to allocate on a competitive basis to organizations who are eradicating invasive species. Discussion followed. Without objection, Supervisor Brey amended the motion to use the General Fund Unreserved/Undesignated fund in place of the funds being used to pay ahead on debt service. The motion as amended was seconded by Supervisor Metzger. Discussion followed. It was noted the Highway Department didn't ask for the funds. Upon vote, the motion passed 4-2 with Supervisor Williams and Dufek voting no and Supervisors Brey, Holschbach, Metzger, and Hansen voting aye.

Human Services Director: Supervisor Metzger noted that after the election, she would propose to follow up asking the newly elected Attorney General about the legality of the current human services director(s) arrangement. Discussion followed on Human Services Board involvement in asking the Attorney General regarding the current operation and how it functions. Discussion also took place on Human Services Department budget fluctuations over the years. No action was taken.

Painted Pathways: Supervisor Holschbach explained that it was an asset to the community. No action was taken.

Employee wage plan: Discussion took place on the pay plan, wage band adjustments, how the current plan operates, and the flexibility within the plan. No action was taken.

Pay increases: Supervisor Metzger mentioned previous action taken by the Personnel Committee and said she would like the full county board to approve any increase of \$2,000 or more. Discussion followed. It was decided that if she wanted to address it, it should occur after the budget is done and include the personnel committee. No action was taken.

2015 County Executive Proposed Budget: Supervisor Brey moved to approve the County Executive's proposed 2015 budget as amended, seconded by Supervisor Williams. The motion was withdrawn without objection for further discussion.

Health insurance co-pays: Supervisor Metzger opposed the additional money employees have to pay to go out of network, and specifically mentioned paying extra to go to Holy Family Memorial. Supervisor Metzger moved to not have a \$2,000 co-pay to go to Holy Family Memorial, seconded by Supervisor Holschbach. Discussion followed on the increased cost to the county if employees are going out of the network in larger numbers, the choices available within the plan, alienating the county's largest employer, gutting the health plan, and that people going out of network and paying extra were knowingly making the choice to do so. Upon vote, the motion failed 2-4 with Supervisors Metzger and Holschbach voting aye, and Supervisors Dufek, Brey, Williams, and Hansen voting no.

2015 County Executive Proposed Budget: Supervisor Brey moved to approve the 2015 County Executive Proposed Budget as amended, seconded by Supervisor Williams. Discussion followed. Supervisors were encouraged to send any amendments to the comptroller, corporation counsel, and clerk. Upon vote, the motion passed 5-1 with Supervisor Metzger voting no and all other supervisors voting aye.

Resolution Disallowing Claim by Nancy Hromek: Corporation Counsel Rollins explained the circumstances of the claim, and that the county's insurance carrier recommended denial. Supervisor Dufek recommended approving the resolution to deny the claim, seconded by Supervisor Williams. Upon vote, the motion passed unanimously.

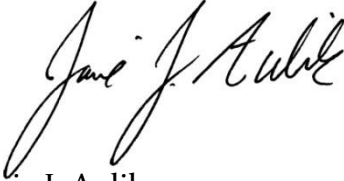
Resolution Disallowance of Claim by Julie Reimer: Corporation Counsel Rollins explained the circumstances of the claim, and that the county's insurance carrier recommended denial. Discussion followed on the fact that the homeowner's insurance should cover the cost of repairing her auto, and that through subrogation, her auto coverage could cover it and then go after the other insurance carrier. Supervisor Dufek moved to approve the resolution denying the claim, seconded by Supervisor Williams. Upon discussion and vote, the motion passed unanimously.

Resolution Disallowance of Claim by Eire Insurance, for Patrick and Judith Shallue: Corporation Counsel Rollins explained the circumstances of the claim, and that the county's insurance carrier recommended denial. Discussion followed. Supervisor Dufek moved to approve the denial of the claim, seconded by Chairperson Hansen. Upon vote, the motion passed unanimously.

K9 Insurance: No action took place on K9 insurance. This item will be placed on the next finance agenda for discussion and possible action.

Adjournment: Supervisor Metzger moved, seconded by Supervisor Dufek and the motion passed unanimously. The committee adjourned at 6:04 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Jamie J. Aulik". The signature is written in a cursive style with a large, stylized "J" and "A".

Jamie J. Aulik
Manitowoc County Clerk



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Tuesday November 18, 2014

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 at the meeting:

1. Call to order by Chair Paul (Biff) Hansen:
2. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property:
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting. (We've received offers on 5 properties)
3. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ None
4. Adjournment.

Date: November 17, 2014 2:30 PM

Paul (Biff) Hansen, 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 Minutes of November 18, 2014

Members Present: Supervisor and Finance Chair Paul (Biff) Hansen, Supervisor Michael Williams, Supervisor Greg Dufek, Supervisor Rita Metzger, excused was Supervisor Todd Holschbach.

Others present were, Comptroller/Auditor Todd Reckelberg, Corporation Counsel Steven Rollins, Public Works Director Gerry Neuser, Treasurer Cheryl Duchow, County Executive Bob Ziegelbauer, Steven Eckelberg, and Brian Shull.

The meeting was called to order by Chair Biff Hansen at 4:31 PM in the Administration Building.

Mr. Neuser updated the committee regarding bids received by the County on its' tax deeded property. A handout was provided. Six bids had been received on five properties.

Property 005-008-001-007.00 15025 Cty Rd K, Franklin WI. An offer to purchase was made by Monte Strouf in the amount of \$21,000.00. The appraised value of the property approved by the Finance Committee is \$20,000.00. A motion by Supervisor Metzger and second by Supervisor Williams to accept the bid by Monte Strouf of \$21,000.00 was made. Vote taken, 4 Ayes, 0 Nays, motion passed unanimously to sell the property.

Property 018-002-005-003-00 3505 E. State Hwy 310, Two Rivers, WI. A contingent offer to purchase was made by Frank S. Kulpa Jr. in the amount of \$7,503.20 if there were other bids on this property, and \$5,500.00 if his were the only bid. The appraised value of the property approved by the Finance Committee is \$5,500.00. The committee questioned Corporation Counsel whether this was a proper bid. He explained that it was. The committee wanted to know if they could limit future bids to one price so that the current situation would not exist. Corporation Counsel said that the committee could recommend new language in the code and bring it to the county board for approval. It was mentioned that this item should be put on the next Finance agenda for discussion and action. A motion by Supervisor Metzger and second by Supervisor Dufek to accept the bid by Frank S. Kulpa Jr. of \$5,500.00 was made. Vote taken, 3 Ayes, 1 Nays, motion passed to sell the property. Voting nay was Supervisor Williams.

Property 017-131-007-003.00 12339 Sandy Bay Road, Two Creeks, WI. An offer to purchase was made by Philip & Susan Murtaugh in the amount of \$120,000.00. The appraised value of the property approved by the Finance Committee is \$432,500.00. A motion by Supervisor Metzger and second by Supervisor Dufek to reject the bid by Philip & Susan Murtaugh of \$120,000.00 was made. Vote taken, 4 Ayes, 0 Nays, motion carried unanimously to reject the bid and not sell the property at that price.

Property 052-000-306-060.00 1212 South 20th Street, Manitowoc, WI. An offer to purchase was made by Robert Pietroski in the amount of \$11,700.00. The appraised value of the property approved by the Finance Committee is \$40,000.00. A motion by Supervisor Metzger and second by Supervisor Williams to reject the bid by Robert Pietroske of \$11,700.00 was made. Vote taken, 4 Ayes, 0 Nays, motion carried unanimously to reject the bid and not sell the property at that price.

Property 036-500-043-001.00 115 N. 5th Street, Reedsville, WI. Two offers were received on this property. Offer one was from JRB Holdings, LLC (William Lorrigan) in the amount of \$10,800.00. Offer two was from Brian Shull in the amount of \$10,300.00. Offer two had a contingency that the County finances the difference between the cash he had currently to purchase the property and his \$10,300.00 bid price, which means the county would receive \$1,030.00 cash at closing and accept an IOU that would be paid off in four (4) equal monthly installments of \$2,317.50. The appraisal value approved by the Finance Committee is \$10,300.00. Chair Hansen allowed Mr. Shull to address the committee. Mr. Shull talked about investing almost \$2,000 in electrical and plaster-board work in the

building. As history, Mr. Shull and county staff explained that the building was originally owned by Peter Tait and was being rented to Mr. Shull. The county took over the property for failure to pay the taxes. Mr. Shull was renting from Mr. Tait under an oral agreement that it was a rent to own deal, but no paperwork was ever completed. Mr. Shull and staff answered other questions asked by the committee. Staff addressed questions related to the county's liability, current condition and habitability of the building, costs going forward if they approved Mr. Shull's bid.

Supervisor Metzger made a motion to accept the conditional bid of Mr. Shull in the amount of \$10,300. The motion died due to lack of a second. Further discussion took place on Mr. Shull's ability to come up with the remaining funds to make payments when required based upon his offer to purchase.

Supervisor Metzger made a motion to hold this item over to next month (Finance meeting of December 8) which was seconded by Chair Hansen. Vote taken, 1 Aye, 3 Nays, motion failed.

More discussion took place regarding timing of eviction, as offer number one from JRB Holdings LLC was contingent upon the county evicting the current residents from the property. Also discussed at more length was Mr. Shull's ability to secure funds based upon his bid.

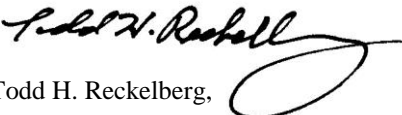
A motion by Supervisor Williams and second by Chair Hansen to approve the sale of this property to JRB Holdings, LLC (William Lorrigan) in the amount of \$10,800.00 was made. Vote taken, 3 Ayes, 1 Nay (Supervisor Metzger) motion passed to sell the property to JRB Holdings, LLC.

A motion was made by Supervisor Dufek seconded by Supervisor Williams to reject the offer made by Mr. Shull. Vote taken, 3 Ayes, 1 Nay (Supervisor Metzger), motion carried to reject Mr. Shull's offer on this property.

Communications – there were none.

A motion was made by Supervisor Dufek seconded by Supervisor Williams to adjourn the meeting at 5:26 P.M. Motion carried unanimously.

Respectfully submitted,


Todd H. Reckelberg,
Temporary recording secretary



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Monday December 8, 2014

TIME: 4:30 PM

PLACE: Administration Building
1110 S. 9th Street, Manitowoc, WI 54220
(Conference Room A)

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 Paul (Biff) Hansen:
2.
 - A. Approve the minutes of the November 3rd and November 18th, 2014 Finance Committee meeting.
 - B. Approve vouchers for the month of November 2014 in the amount of \$2,251,061.62.
3. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property
 - A. If any bids are received by the County prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full detail will be provided at meeting.
4. Todd Reckelberg – Comptroller/Auditor:
 - ✓ Discussion and possible action regarding K-9 Insurance.
 - ✓ Discussion and possible action regarding amending Chapter 4 of the code related to the sale of tax deeded property.
5. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ Copy of Monthly Daily Average Population Report (October and November) – Manitowoc County Jail
 - ✓ Copy of Secure Detention Report from HSD for October.
 - ✓ Copy of Disallowance of Claim letter from Corporation Counsel Steven Rollins to Julie Reimer.
 - ✓ Copy of Disallowance of Claim letter from Corporation Counsel Steven Rollins to Nancy Hromek.
 - ✓ Copy of Disallowance of Claim letter from Corporation Counsel Steven Rollins to Erie Insurance, John Pischak, Subrogation Specialist.
6. Adjournment.

Date: December 3, 2014

Paul (Biff) Hansen, Committee Chair
By: Todd H. Reckelberg, Comptroller/Auditor

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Manitowoc County Finance Committee
Administration Building
1110 S. 9th St., Manitowoc, WI
December 8, 2014

Attendance: Chairperson Paul Biff Hansen (4:52 p.m.), Supervisor Rita Metzger, Supervisor Greg Dufek, Supervisor Todd Holschbach, and Supervisor Mike Williams.

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

Approve the minutes of the November 3rd and November 18th, 2014 Finance Committee meeting: Supervisor Williams moved, seconded by Supervisor Holschbach to approve the minutes of the November 3, 2014 and November 18, 2014 Finance Committee meetings. Upon vote, the minutes were approved 4-0.

Approve vouchers for the month of November 2014 in the amount of \$2,251,061.62: Supervisor Metzger moved, seconded by Supervisor Holschbach to approve the vouchers for the month of November 2014 in the amount of \$2,251,061.62. Upon vote, the vouchers were approved 4-0.

Consideration and action on the following matters related to the sale of tax deeded property:

Director of Public Works Gerry Neuser said four bids were received on properties.

12339 Sandy Bay Road, Two Creeks; 017-131-007-003.00; IR 2014-09: Director Neuser described the location and the property, and said a bid in the amount of \$180,000 was received from William Paul Dean and Claudia Dean. Discussion followed. Supervisor Holschbach moved to accept the bid received by William Paul Dean and Claudia Dean in the amount of \$180,000, seconded by Supervisor Williams. Upon vote, the motion passed 3-1 with Supervisor Metzger voting no, and Supervisors Dufek, Holschbach, and Williams voting aye.

1423 Marshall Street, Manitowoc; 052-000-291-070.00; IR 2014-22: Director Neuser described the location and the property, said that a bid in the amount of \$1,000 was received from Orville Rasmussen, and noted that the cost to demolish the property would be over \$100,000. Discussion followed. Supervisor Metzger moved to accept the bid of \$1,000 by Orville Rasmussen, seconded by Supervisor Williams. Upon vote, the motion passed unanimously.

1212 S. 20th Street, Manitowoc; 052-000-306-060.00; IR 2014-23: Director Neuser described the location and the property, and said that a bid in the amount of \$11,700 was received from Bob Pietroske. Supervisor Metzger moved to accept the bid of \$11,700, seconded by Supervisor Holschbach. Upon vote, the motion passed unanimously.


914 S. 35th Street, City of Manitowoc; 052-220-013-060.00; IR 2014-28: Director Neuser described the location and the property, described the situation with the bidder, Brian Schull, who submitted a bid in the amount of \$500.00. Discussion followed. Supervisor Holschbach moved to accept the bid of \$500.00, as long as Mr. Shull vacates the real property and removes his personal property at 115 N. 5 Street in Reedsville without protest or delay on or before Monday Dec. 29, 2014, and pays any outstanding utility bills to the Village of Reedsville on or before December 29, 2014, seconded by Supervisor Metzger. Upon vote, the motion passes unanimously.

Discussion and possible action regarding K-9 Insurance: Comptroller Reckelberg had a handout with six possible options. After discussing the matter among county staff, he concluded that the not buying K-9 insurance made the most sense. Discussion followed and the committee concluded no action needed to be taken.

Discussion and possible action regarding amending Chapter 4 of the code related to the sale of tax deeded property: Corporation Counsel Rollins said that the effect of the ordinance change was that bidders on tax deeded properties get the property the way it is. Discussion followed. Supervisor Hansen moved to approve the resolution, seconded by Supervisor Williams. Upon vote, the motion passed unanimously.

Adjournment: Supervisor Hansen moved to adjourn, seconded by Supervisor Metzger. Upon vote, the committee unanimously adjourned at 5:25 p.m.

Respectfully submitted,


Jamie J. Aulik
Manitowoc County Clerk