



**MANITOWOC COUNTY
FINANCE COMMITTEE
PUBLIC HEARING AND MEETING NOTICE**

DATE: Monday, March 14, 2022

TIME: 4:15 PM

PLACE: Manitowoc County Administrative Office Building
1110 S. 9th St, Manitowoc, WI 54220

This meeting is open to the public. The following matters may be considered at the meeting:

1. Call to order by Chair Paul (Biff) Hansen:
2. Update on status of Community Development Block Grant project.
3. Discussion on housing needs identified in the community.
4. Public Hearing regarding CDBG project activities.
5. Adjournment.

Date: February 28, 2022

Paul (Biff) Hansen, Committee Chair
By: J.J. Gutman, Finance Director

Individuals not wishing to attend the meeting may submit any questions regarding the agenda items to Paul Hansen or J.J. Gutman by email. Email addresses can be found on the county website.

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
Meeting and Public Hearing - March 14, 2022

Attendance: Chairperson Paul “Biff” Hansen, Supervisor Jamie Aulik, and Supervisor Bonnie Shimulunas. Also in attendance: County Executive Bob Ziegelbauer, Finance Director JJ Gutman, Corporation Counsel Peter Conrad, Public Works Director Gerry Neuser, County Board Chairperson Jim Brey and Sydney Swan of Bay Lakes. Supervisor Jim Baumann and Supervisor Mike Williams were excused.

Call to Order: Chairperson Hansen called the meeting and public hearing to order at 4:15 p.m.

Update on status of Community Development Block Grant project: Public Works Director Gerry Neuser reported the three CDBG projects. The first project was ADA compliant bathroom pavilions at Cato Falls Park and Walla-Hi Park are almost complete. The contractors have a completion date of May 1 for both bathroom pavilions. The second project was ADA compliant fishing piers for Pigeon Lake, English Lake, and Wilke Lake. The piers will be installed this spring. The third project was ADA compliant bathrooms on the first, second, and third floors of the courthouse. The first and second floor bathrooms are currently under construction. There have been delays in the bathroom projects due to supply chain issues. The contractor has anticipated a completion date of May 1, as long as materials are available. The third floor bathrooms remodeling will begin soon with a tentative completion date of August.

Discussion on housing needs identified in the community: Bay Lakes Representative Sydney Swan identified four housing needs in the community. The first need was for senior living due to the aging population in the county. The second was workforce or affordable housing. This type of housing would accommodate individuals moving to the area for employment. It services as a short term living option until the person could find a permanent home. The third was mixed-use housing. The fourth was additional quality starter homes because most of the homes in the County were built over 30 years ago. Discussion followed.

Public Hearing regarding CDBG project activities: Manitowoc County Resident Maura Yost mentioned she met five individuals over the winter that were homeless and sleeping in tents.

Adjournment: Supervisor Aulik moved to adjourn, seconded by Supervisor Shimulunas. Motion passed unanimously. The committee adjourned at 4:31 p.m.

Respectfully submitted,
Jessica Backus, County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Monday, March 14, 2022
TIME: 4:30 PM
PLACE: Manitowoc County Administrative Office Building
1110 South 9th St., Manitowoc, WI 54220

This 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:

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 minutes of December 13, 2021 Meeting of the Finance Committee.
 - B. Approve vouchers for the month of December 2021 for \$2,906,000.74
 - C. Approve vouchers for the month of January 2022 for \$3,736,115.07
 - D. Approve vouchers for the month of February 2022 for \$5,153,605.41
4. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property.
 - A. If the County receives any bids prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full details will be provided at the meeting.
5. J.J. Gutman – Finance Director, Bob Ziegelbauer – County Executive:
 - ✓ Report of Economic Interest – Jennel Shelton (see attached).
 - ✓ Report of Economic Interest – Peter Conrad (see attached).
 - ✓ Report of Economic Interest – Falkowski (see attached).
 - ✓ Review/Approve resolution for fund balance committal
6. Update on county finances and/or budget.
7. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ Monthly Daily Average Population Report for February 2022 – Manitowoc County Jail
 - ✓ Secure Detention Report from HSD for February 2022. (will email when available)

Adjournment.

Date: March 8, 2022

Paul (Biff) Hansen, Committee Chair
By: J.J. Gutman, Finance Director

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
March 14, 2022

Attendance: Chairperson Paul “Biff” Hansen, Supervisor Jamie Aulik, and Supervisor Bonnie Shimulunas. Also in attendance: County Executive Bob Ziegelbauer, Finance Director JJ Gutman, Corporation Counsel Peter Conrad, Public Works Director Gerry Neuser, County Board Chairperson Jim Brey and Sydney Swan of Bay Lakes. Supervisor Jim Baumann and Supervisor Mike Williams were excused.

Call to Order: Chairperson Hansen called the meeting to order at 4:31 p.m.

Public Comment: Chairperson Hansen declared public input open at 4:32 p.m.

Maura Yost, Town of Centerville, advocates for a half-cent county-wide sales tax.

No one else present wished to speak, subsequently Chairperson Hansen closed public input at 4:35 p.m.

Approve the minutes of the December 13, 2021 Finance Committee meeting: Supervisor Aulik moved to approve the minutes, seconded by Supervisor Shimulunas. Upon voice vote, the motion passed unanimously.

Approve vouchers for the following months in the following amounts - December 2021-\$2,906,000.74, January 2022-\$3,736,115.07, and February 2022-\$5,153,605.41: Supervisor Aulik moved, seconded by Supervisor Shimulunas to approve the vouchers. Upon voice vote, the vouchers in the amounts of \$2,906,000.74, \$3,736,115.07, and \$5,153,605.41 were approved.

Gerry Neuser, Public Works Director - Consideration and action on the following matters related to the Sale of Tax Deeded Property: Public Works Director Gerry Neuser reported there were no properties to bid on.

Review/Approve Resolution for Fund Balance Committal: County Executive Bob Ziegelbauer informed the committee there was a \$1,271,501 surplus in the general fund account for 2021. The surplus was generated with additional revenues from state shared revenues of \$500,000; interest on the Manitowoc Hotel closeout of \$100,000; Health Department supplanted expenses due to COVID of \$300,000; extra revenue from the Register of Deeds department of \$200,000; extra revenue from the Sheriff’s department of \$150,000; and a TIF Fund closeout of \$85,000. A portion of this surplus will be appropriated in three ways. First was the designation of \$50,000 towards vehicles that need to be replaced and expand our fleet of cars. Second was the designation of \$40,000 for a computer program upgrade for the Finance Director. Third was the designation of \$850,000 for the newly awarded Circuit Court Branch 4 courtroom. The undesignated surplus of \$331,501 will go into the general fund. Supervisor Aulik moved to approve the resolution authorizing the fund balance designations from 2021 to 2022, seconded by Supervisor Shimulunas. Upon discussion and vote, the motion carried unanimously.

Report of Economic Interest for Jennell Shelton, Peter Conrad, and James Falkowski: Finance Director Gutman reported three Reports of Economic Interest were received from each of the following; Expo Facility Manager Jennell Shelton, Corporation Counsel Peter Conrad, and Supervisor James Falkowski.

Update regarding county finances and/or budget: Finance Director Gutman reported on the American Rescue Plan Act and the Allocation to Non-Entitlement Units. He informed the committee he will continue to provide a report as to which municipalities are participating in the 50/50 allocation with the County.

Adjournment: Supervisor Shimulunas moved to adjourn, seconded by Supervisor Aulik. Motion passed unanimously. The committee adjourned at 4:53 p.m.

Respectfully submitted,
Jessica Backus, County Clerk



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Monday, May 16, 2022
TIME: 4:30 PM
PLACE: Manitowoc County Administrative Office Building
1110 South 9th St., Manitowoc, WI 54220

This 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:

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 minutes of March 14, 2022 Meeting of the Finance Committee.
 - B. Approve vouchers for the month of April 2022 for \$4,716,738.29
 - C. Approve vouchers for the month of March 2022 for \$5,162,403.64
 - D. Discuss and approve election of officers.
4. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property.
 - A. If the County receives any bids prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full details will be provided at the meeting.
5. J.J. Gutman – Finance Director, Bob Ziegelbauer – County Executive:
 - ✓ Brief update on ARPA funds and projects
6. Update on county finances and/or budget
7. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ Monthly Daily Average Population Report for April 2022 – Manitowoc County Jail
 - ✓ Secure Detention Report from HSD for April 2022. (will email when available)

Adjournment.

Date: May 3, 2022

Paul (Biff) Hansen, Committee Chair
By: J.J. Gutman, Finance Director

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

May 16, 2022

CLERK'S CORRECTION – 5/18/2022

Attendance: Chairperson Paul “Biff” Hansen, Supervisor Bonnie Shimulunas and Supervisor Jim Brey. Also in attendance: County Executive Bob Ziegelbauer, Finance Director JJ Gutman, Corporation Counsel Peter Conrad, Public Works Director Gerry Neuser, and County Treasurer Amy Kocian. Supervisor Jim Baumann was excused and Supervisor Paul Hacker was ~~absent~~ **excused**.

Call to Order: Chairperson Hansen called the meeting to order at 4:30 p.m.

Public Comment: Chairperson Hansen declared public input open at 4:31 p.m. No one present wished to speak, subsequently Chairperson Hansen closed public input at 4:31 p.m.

Approve the minutes of the March 14, 2022 Finance Committee meeting: Supervisor Brey moved to approve the minutes, seconded by Supervisor Shimulunas. Upon voice vote, the motion passed unanimously.

Approve vouchers for the following months in the following amounts – March 2022 - \$5,162,403.64 and April 2022 - \$4,716,738.29: Supervisor Shimulunas moved, seconded by Supervisor Brey to approve the vouchers. Upon voice vote, the vouchers in the amounts of \$5,162,403.64 and \$4,716,738.29 were approved.

Vice-Chair: Supervisor Shimulunas nominated Supervisor Brey. There were no other nominations. Upon voice vote, Supervisor Brey was elected as Vice-Chair for a two-year term by unanimous vote.

Secretary: Supervisor Brey nominated Supervisor Shimulunas. There were no other nominations. Upon voice vote, Supervisor Shimulunas was elected as Secretary for a two-year term by unanimous vote.

Gerry Neuser, Public Works Director - Consideration and action on the following matters related to the Sale of Tax Deeded Property: Public Works Director Gerry Neuser reported there were no properties to bid on.

Update on ARPA funds and projects: Finance Director Gutman presented summarized information regarding municipality participation in the 50/50 program. County Executive Ziegelbauer reported progress has been made with the funds and the second half has been applied for. There were many more administrative actions necessary than was thought in the beginning regarding ARPA funds and the federal government.

Update regarding county finances and/or budget: Finance Director Gutman reported the anticipated receipt of the 2021 audit report would be in August. County Executive Bob Ziegelbauer stated inflation has been the biggest challenge and would be dealt with in the next budget.

Adjournment: Supervisor Brey moved to adjourn, seconded by Supervisor Shimulunas. Motion passed unanimously. The committee adjourned at 4:47 p.m.

Respectfully submitted,
Linda Herman, Deputy County Clerk



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Tuesday, June 21, 2022
TIME: 5:00 PM
PLACE: Manitowoc County Heritage Center
Basement Conference Room
1701 Michigan Ave, Manitowoc, WI 54220

This 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:

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 minutes of May 16, 2022 Meeting of the Finance Committee.
B. Approve vouchers for the month of May 2022 for \$3,640,703.40
4. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property.
 - A. If the County receives any bids prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full details will be provided at the meeting.
5. J.J. Gutman – Finance Director, Bob Ziegelbauer – County Executive:
 - ✓ Brief update on ARPA funds and projects
 - ✓ Report of Economic Interest
 - ✓ Resolution for denial of claim
6. Update on county finances and/or budget
7. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ Monthly Daily Average Population Report for May 2022 – Manitowoc County Jail
 - ✓ Secure Detention Report from HSD for May 2022. (will email when available)

Adjournment.

Date: June 15, 2022

Paul (Biff) Hansen, Committee Chair
By: J.J. Gutman, Finance Director

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

Heritage Building

June 21, 2022

CLERK'S CORRECTION – 6/22/2022

Attendance: Chairperson Paul “Biff” Hansen, Supervisor Paul Hacker and Supervisor Jim Brey. Also in attendance: County Executive Bob Ziegelbauer, Finance Director JJ Gutman, Corporation Counsel Peter Conrad, and **County Board Chair Tyler Martell**. Supervisor Jim Baumann and Supervisor Bonnie Shimulunas were excused.

Call to Order: Chairperson Hansen called the meeting to order at 5:00 p.m.

Public Comment: Chairperson Hansen declared public input open at 5:00 p.m. No one present wished to speak, subsequently Chairperson Hansen closed public input at 5:01 p.m.

Approve the minutes of the May 16, 2022 Finance Committee meeting: Supervisor Brey moved to approve the minutes, seconded by Supervisor Hacker. Upon voice vote, the motion passed unanimously.

Approve vouchers for the following months in the following amounts – May 2022 \$3,640,703.40: Supervisor Hacker moved, seconded by Supervisor Brey to approve the vouchers. Upon voice vote, the vouchers in the amounts of \$3,640,703.40 were approved.

Consideration and action on the following matters related to the Sale of Tax Deeded Property: Chairperson Hansen reported there were no properties to bid on.

Update on ARPA funds and projects: County Executive Ziegelbauer reported they are looking at projects for next year’s budget.

Report of Economic Interest for Jennell Shelton: Finance Director Gutman reported that two Reports of Economic Interest were received from Expo Facility Manager Jennell Shelton.

JJ Gutman, Finance Director – Resolution Denying Claim (State Farm Mutual Insurance Company/Laurie Titus): Finance Director Gutman informed the committee that the County’s insurance company has determined Manitowoc County has liability for this claim. However, the County does not want to waive any of our defenses so the claim must be denied to begin the next step in the process. Supervisor Brey moved to deny the claim for State Farm Mutual Insurance Company/Laurie Titus, seconded by Supervisor Hacker. Upon discussion and voice vote, the motion passed unanimously.

Adjournment: Supervisor Brey moved to adjourn, seconded by Supervisor Hacker. Motion passed unanimously. The committee adjourned at 5:06 p.m.

Respectfully submitted,
Jessica Backus, County Clerk



MANITOWOC COUNTY FINANCE COMMITTEE MEETING NOTICE

DATE: Monday, July 11, 2022

TIME: 4:30 PM

**PLACE: Manitowoc County Administrative Office Building
1110 S 9th St, Manitowoc, WI 54220**

This 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 minutes of June 21, 2022 Meeting of the Finance Committee.
B. Approve vouchers for the month of June 2022 for \$2,798,356.31
4. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property.
 - A. If the County receives any bids prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full details will be provided at the meeting.
5. J.J. Gutman – Finance Director, Bob Ziegelbauer – County Executive:
 - ✓ Brief update on ARPA funds and projects
 - ✓ Report of Economic Interest
 - ✓ Resolution for Designating Manitowoc County PSAP (Public Safety Answering Point)
6. Update on county finances and/or budget
7. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ Monthly Daily Average Population Report for June 2022 – Manitowoc County Jail
 - ✓ Secure Detention Report from HSD for June 2022. (will email when available)

Adjournment.

Date: July 5, 2022

Paul (Biff) Hansen, Committee Chair

By: J.J. Gutman, Finance Director

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

July 11, 2022

Attendance: Supervisor Jim Brey, Supervisor Paul Hacker and Supervisor Bonnie Shimulunas. Also in attendance: County Executive Bob Ziegelbauer, Finance Director JJ Gutman, Public Works Director Gerry Neuser and Corporation Counsel Peter Conrad. Chairperson Paul “Biff” Hansen and Supervisor Jim Baumann were excused.

Call to Order: Vice-Chair Brey called the meeting to order at 4:30 p.m.

Public Comment: Vice-Chair Brey declared public input open at 4:30 p.m.

Maura Yost, Town of Centerville, advocated for a referendum question regarding the half-cent sales tax.

Hunter Jacquardt, City of Manitowoc, requested the block where the former Mirro building stood be designated a historical landmark and a seagull nesting grounds.

No one else present wished to speak, subsequently Vice-Chair Brey closed public input at 4:36 p.m.

Approve the minutes of the June 21, 2022 Finance Committee meeting: Supervisor Shimulunas moved to approve the minutes, seconded by Supervisor Hacker. Upon voice vote, the motion passed unanimously.

Approve vouchers for the following months in the following amounts – June 2022 - \$2,798,356.31: Supervisor Hacker moved, seconded by Supervisor Shimulunas to approve the vouchers. Upon voice vote, the vouchers in the amounts of \$2,798,356.31 were approved.

Consideration and action on the following matters related to the Sale of Tax Deeded Property: Public Works Director Neuser reported there were no properties to bid on.

Update on ARPA funds and projects: Finance Director Gutman reported there was one municipality this month that submitted an ARPA Agreement for culvert work.

Report of Economic Interest for James Falkowski: Finance Director Gutman reported a Report of Economic Interest was received from County Board Supervisor James Falkowski.

JJ Gutman, Finance Director – Resolution Designating Manitowoc County PSAP (Public Safety Answering Point): Finance Director Gutman informed the committee that the resolution designates the Manitowoc County Public Safety Answering Point as the receiving PSAP for the purposes of the 2016 Wisconsin Act 26 grant funds or federal grant opportunities. Supervisor Hacker moved to adopt Resolution Designating Manitowoc County PSAP (Public Safety Answering Point), seconded by Supervisor Shimulunas. Upon discussion and voice vote, the motion passed unanimously.

Update on county finances and/or budget: Finance Director Gutman reported the Comprehensive Annual Financial Report had been submitted for 2021 and the County received the Certificate of Achievement for Excellence. County Executive Ziegelbauer commended Gutman on a job well done.

Adjournment: Supervisor Hacker moved to adjourn, seconded by Supervisor Shimulunas. Motion passed unanimously. The committee adjourned at 4:42 p.m.

Respectfully submitted,
Jessica Backus, County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Monday, September 12, 2022

TIME: 4:30 PM

PLACE: Manitowoc County Administrative Office Building
1110 S 9th St, Manitowoc, WI 54220

This 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 minutes of July 11, 2022 Meeting of the Finance Committee.
 - B. Approve vouchers for the month of July 2022 for \$3,461,321.55
 - C. Approve vouchers for the month of Aug 2022 for \$14,248,145.72
4. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property.
 - A. If the County receives any bids prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full details will be provided at the meeting.
5. J.J. Gutman – Finance Director, Bob Ziegelbauer – County Executive:
 - ✓ Brief update on ARPA funds and projects
 - ✓ Report on economic Interest
6. Update on county finances and/or budget
7. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ Monthly Daily Average Population Report for Aug 2022 – Manitowoc County Jail (email when available)
 - ✓ Secure Detention Report from HSD for Aug 2022. (will email when available)

Adjournment.

Date: September 7, 2022

Paul (Biff) Hansen, Committee Chair
By: J.J. Gutman, Finance Director

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

September 12, 2022

Attendance: Chairperson Paul “Biff” Hansen, Supervisor Jim Baumann, Supervisor Jim Brey, Supervisor Paul Hacker and Supervisor Bonnie Shimulunas. Also in attendance: County Executive Bob Ziegelbauer, Finance Director JJ Gutman, Public Works Director Gerry Neuser and Corporation Counsel Peter Conrad.

Call to Order: Chairperson Hansen called the meeting to order at 4:30 p.m.

Public Comment: Chairperson Hansen declared public input open at 4:30 p.m.

No one present wished to speak, subsequently Chairperson Hansen closed public input at 4:31 p.m.

Approve the minutes of the July 11, 2022 Finance Committee meeting: Supervisor Brey moved to approve the minutes, seconded by Supervisor Shimulunas. Upon voice vote, the motion passed unanimously.

Approve vouchers for the following months in the following amounts – July 2022 - \$3,461,321.55: Supervisor Shimulunas moved, seconded by Supervisor Hacker to approve the vouchers. Upon voice vote, the vouchers in the amounts of \$3,461,321.55 were approved.

Approve vouchers for the following months in the following amounts – August 2022 - \$14,248,145.72: Supervisor Brey moved, seconded by Supervisor Baumann to approve the vouchers. Upon voice vote, the vouchers in the amounts of \$14,248,145.72 were approved.

Consideration and action on the following matters related to the Sale of Tax Deeded Property: Public Works Director Neuser reported there were no bid received.

Update on ARPA funds and projects: Finance Director Gutman provided information on what has been accomplished with the ARPA funds to date.

Update on county finances and/or budget: County Executive Ziegelbauer reported the budget process has begun.

Adjournment: Supervisor Hacker moved to adjourn, seconded by Supervisor Baumann. Motion passed unanimously. The committee adjourned at 4:40 p.m.

Respectfully submitted,
Jessica Backus, County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Monday, October 10, 2022

TIME: 4:30 PM

PLACE: Manitowoc County Administrative Office Building
1110 S 9th St, Manitowoc, WI 54220

This 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 minutes of September 12, 2022 Meeting of the Finance Committee.
B. Approve vouchers for the month of Sept 2022 for \$2,932,500.43
4. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property.
 - A. If the County receives any bids prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full details will be provided at the meeting.
5. J.J. Gutman – Finance Director, Bob Ziegelbauer – County Executive:
 - ✓ Approve resolution for Dog Bite.
6. Update on county finances and/or budget.
7. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ Monthly Daily Average Population Report for Sept 2022 – Manitowoc County Jail (email when available)
 - ✓ Secure Detention Report from HSD for Sept 2022. (will email when available)

Adjournment.

Date: October 5, 2022

Paul (Biff) Hansen, Committee Chair
By: J.J. Gutman, Finance Director

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

October 10, 2022

Attendance: Chairperson Paul “Biff” Hansen, Supervisor Jim Baumann, Supervisor Jim Brey, Supervisor Paul Hacker and Supervisor Bonnie Shimulunas. Also in attendance: County Executive Bob Ziegelbauer, Finance Director JJ Gutman, Public Works Director Gerry Neuser, County Treasurer Amy Kocian, and Corporation Counsel Peter Conrad.

Call to Order: Chairperson Hansen called the meeting to order at 4:30 p.m.

Public Comment: Chairperson Hansen declared public input open at 4:30 p.m.

No one present wished to speak, subsequently Chairperson Hansen closed public input at 4:31 p.m.

Approve the minutes of the September 12, 2022 Finance Committee meeting: Supervisor Baumann moved to approve the minutes, seconded by Supervisor Brey. Upon voice vote, the motion passed unanimously.

Approve vouchers for the following months in the following amounts – September 2022 - \$2,932,500.43: Supervisor Brey moved, seconded by Supervisor Baumann to approve the vouchers. Upon voice vote, the vouchers in the amounts of \$2,932,500.43 were approved.

Consideration and action on the following matters related to the Sale of Tax Deeded Property: Public Works Director Gerry Neuser presented a handout listing a bid received on a tax-deeded property.

1910 20th St, Two Rivers: One bid was received. Public Works Director Gerry Neuser recommended rejecting the bid. Supervisor Brey moved to reject the offer of \$100.00 from Adam Yelvington, seconded by Supervisor Hacker. Upon discussion and voice vote, the motion passed unanimously.

Director Neuser presented recommended appraised values of four tax foreclosed properties proposed to be advertised per a Class 3 notice. Supervisor Baumann moved to accept the appraisals, seconded by Supervisor Shimulunas. Upon discussion and vote, the motion carried unanimously.

Approve resolution for Dog Bite: Clerk Backus reported the Town of Meeme received a report of a dog attack from Mr. Binversie, in which his dog sustained injuries. The Town of Meeme investigated the claim and returned a report of its investigation including the amount of damages suffered to the County Clerk. Pursuant to Wis. Stat. §174.11(2)(b), the County Clerk shall submit to the County Board any claim filed and reported by a town. Per County Code the limit on the amount of damages allowed is \$1,000, which would be paid out of the dog license fund. The County may sue and recover from the owner of the dog doing the damage the full amount. Supervisor Brey moved to approve Resolution Authorizing Claim Against Dog License Fund (Kevin Binversie), seconded by Supervisor Baumann. Upon discussion and vote, the motion carried unanimously.

Update on county finances and/or budget: County Executive Ziegelbauer reported the budget was ready for the October 11 County Board meeting.

Adjournment: Supervisor Brey moved to adjourn, seconded by Supervisor Hacker. Motion passed unanimously. The committee adjourned at 4:51 p.m.

Respectfully submitted,
Jessica Backus, County Clerk



MANITOWOC COUNTY

FINANCE COMMITTEE

MEETING NOTICE

DATE: Thursday, November 10, 2022

TIME: 5:30 PM

PLACE: Manitowoc County Heritage Center
Education Room (basement)
1701 Michigan Ave, Manitowoc, WI 54220

This 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 minutes of October 10, 2022 Meeting of the Finance Committee.
B. Approve vouchers for the month of Oct 2022 for \$4,139,639.64
4. Gerry Neuser – Public Works Director:
 - ✓ Consideration and action on the following matters related to the Sale of Tax Deeded Property.
 - A. If the County receives any bids prior to the Finance Committee meeting, the Committee will receive, review, and act on bids for the Sale of tax deeded property. Full details will be provided at the meeting.
5. J.J. Gutman – Finance Director, Bob Ziegelbauer – County Executive:
 - ✓ Approve resolution for 2022 levy.
6. Update on county finances and/or budget.
7. Communications and other information contained within your finance packet for discussion and any action that may be necessary:
 - ✓ Monthly Daily Average Population Report for Oct 2022 – Manitowoc County Jail (email when available).
 - ✓ Secure Detention Report from HSD for Oct 2022 (will email when available).

Adjournment.

Date: November 3, 2022

Paul (Biff) Hansen, Committee Chair

By: J.J. Gutman, Finance Director

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

Heritage Building

November 10, 2022

Attendance: Chairperson Paul “Biff” Hansen, Supervisor Jim Baumann, Supervisor Jim Brey, Supervisor Paul Hacker and Supervisor Bonnie Shimulunas. Also in attendance: County Executive Bob Ziegelbauer, Finance Director JJ Gutman, Public Works Director Gerry Neuser, Corporation Counsel Peter Conrad, Supervisors Klein, Sitkiewitz, Gerroll, Behnke, and Heller.

Call to Order: Chairperson Hansen called the meeting to order at 5:30 p.m.

Public Comment: Chairperson Hansen declared public input open at 5:30 p.m.

No one present wished to speak, subsequently Chairperson Hansen closed public input at 5:31 p.m.

Approve the minutes of the October 10, 2022 Finance Committee meeting: Supervisor Baumann moved to approve the minutes, seconded by Supervisor Shimulunas. Upon voice vote, the motion passed unanimously.

Approve vouchers for the following months in the following amounts – October 2022 - \$4,139,639.64: Supervisor Brey moved, seconded by Supervisor Baumann to approve the vouchers. Upon voice vote, the vouchers in the amounts of \$4,139,639.64 were approved.

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

Public Works Director Gerry Neuser presented a handout listing the bids received on tax-deeded properties. The four properties that received bids were 2415 Hayes St, Two Rivers, vacant land on Davis St, Two Rivers, 3814 Custer St, Manitowoc, and 1611 Iris Dr, Manitowoc. Supervisor Brey moved to accept the highest offers of \$35,000 for 2415 Hayes St, Two Rivers from Adam Huss, \$1,051 for the vacant land on Davis St, Two Rivers from Jim Krajnik, \$51,000 for 3814 Custer St, Manitowoc from Kevin Wellnek, and \$58,000 for 1611 Iris Dr, Manitowoc from Damaris Huerta and reject the other offers, seconded by Supervisor Baumann. Upon discussion and vote, the motion passed unanimously.

Approve resolution for 2023 Budget and 2022 Levy:

Supervisor Brey moved, seconded by Supervisor Hacker to bring the resolution for the 2023 budget and 2022 levy to the County Board. Upon discussion and vote, the motion carried unanimously.

Adjournment: Supervisor Brey moved to adjourn, seconded by Supervisor Baumann. Motion passed unanimously. The committee adjourned at 5:43 p.m.

Respectfully submitted,
Jessica Backus, County Clerk



**MANITOWOC COUNTY
PUBLIC WORKS & FINANCE COMMITTEE
JOINT MEETING NOTICE**

DATE: Monday, December 12, 2022
TIME: 4:30 PM
PLACE: Manitowoc County Office Complex – Room 300
4319 Expo Drive, Manitowoc WI 54220

This 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 Finance Chair Paul (Biff) Hansen and Public Works Chair Rick Gerroll:
2. Public comment regarding any matters that will be taken up by the Finance or Public Works Committee(s) at this meeting

JOINT COMMITTEE ITEM:

J.J. Gutman – Finance Director, Gerard Neuser – DPW Director, Bob Ziegelbauer – County Executive:
1. Approve resolution for Purchase of Property located at 808 Hamilton Street, Manitowoc WI

FINANCE COMMITTEE ITEMS:

1. A. Approve minutes of November 11, 2022 Meeting of the Finance Committee.
B. Approve vouchers for the month of November 2022 for \$3,334,742.89

PUBLIC WORKS COMMITTEE ITEMS:

1. Approve minutes of November 9, 2022 Meeting of the Public Works Committee.
2. BUILDINGS AND GROUNDS DIVISION – Discussion and possible action on the following items:
 - A. Pay Request for Branch IV / Child Support Offices Construction Project
 - B. Pay Request for CDBG Funded Courthouse Restroom ADA Remodel Project
 - C. Bids Results– Expo Music Pavilion Replacement

Adjournment.

Date: December 1, 2022

Rick Gerroll, Public Works Committee Chair
Paul (Biff) Hansen, Finance Committee Chair

By: J.J. Gutman, Finance Director
Gerard Neuser, Public Works Director

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.

MINUTES OF THE JOINT FINANCE COMMITTEE/PUBLIC WORKS COMMITTEE

Held Wednesday, December 12, 2022

Location: Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc

Clerk's Correction 1/12/2023

Present: Public Works Committee Chair R. Gerroll, Supervisors K. Sitkiewitz, D. Weiss, D. Zimmer, D. Klein
Finance Committee Chair P. Hansen, P. Hacker, B. Shimulunas, J. Baumann, J. Brey

Other County Board

Members Present: County Board Chair T. Martell

Staff Attending: County Executive B. Ziegelbauer, Corporation Counsel P. Conrad, Finance Director J. Gutman, Public Works Director G. Neuser, Public Works Building and Grounds Supervisor C. Breit

Called to Order: The meeting was called to order at 4:30 pm by Committee Chairs Hansen and Gerroll.

Public Comment: Public comment was made by M. Jost *Yost*.

Joint Committee Item

Discussion was held on the resolution for the purchase of property located at 808 Hamilton Street, Manitowoc WI.

Motion made by Brey, seconded by Baumann to adopt the resolution and forward it to the County Board.
Motion carried unanimously.

Finance Committee Items

Motion made by Bauman, seconded by Hacker to approve the Nov. 11, 2022 Finance Committee meeting minutes. Motion carried unanimously

Motion made by Brey, seconded by Hacker to approve the vouchers for the month of November 2022 for \$3,334,742.89. Motion Carried unanimously

Motion made by Baumann, seconded by Hacker to adjourn the Finance Committee at 4:46 p.m. Motion carried unanimously.

Public Works Committee Items

Motion by Sitkiewitz, seconded by Zimmer to approve the Nov. 9 2022 Public Works Committee meeting minutes. Motion carried unanimously

Motion made by Weiss, seconded by Klein to approve the Pay Request from Hamann Construction for the Branch IV/Child Support Offices Construction Project in the amount of \$59,132.75. Motion carried unanimously.

Motion by Zimmer, seconded by Sitkiewitz to award the low bid for the Expo Music Pavilion Construction to Valley Building Systems with the base bid of \$169,700.00 and Alternate #2 of \$11,613.00 for a total of \$181,313.00. Motion carried unanimously.

Motion was made by Klein, seconded by Sitkiewitz to adjourn the meeting at 4:49pm. Motion carried unanimously.

Respectfully submitted,

Gerry Neuser
Public Works Director

JJ Gutman
Finance Director