

MANITOWOC COUNTY FINANCE COMMITTEE  
Administration Building  
February 4, 2019

Attendance: Chair Paul “Biff” Hansen, Supervisor Jim Baumann, Supervisor John Brunner, Supervisor Ken Swade and Supervisor Mike Williams. Also in attendance: County Executive Bob Ziegelbauer, Comptroller Todd Reckelberg, Corporation Counsel Peter Conrad, Public Works Director Gerry Neuser, and Supervisor Rick Gerroll.

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

Public Comment: Chairperson Hansen declared public input open at 4:31 p.m.

Maura Yost, Town of Centerville, thanked Comptroller Reckelberg for his prompt response to her request for and an explanation of the county’s borrowing history.

No one present wished to speak, subsequently Chairperson Hansen closed public input at 4:32 p.m.

Approve the minutes of the January 14<sup>th</sup>, 2019 Finance Committee meeting: Supervisor Baumann moved to approve the meeting minutes, seconded by Supervisor Brunner. Upon vote, the motion passed unanimously.

Approve vouchers for the month of January 2019 in the amount of \$3,527,331.84: Supervisor Baumann moved, seconded by Supervisor Williams to approve the vouchers. Upon discussion and voice vote, the vouchers in the amount of \$3,527,331.84 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.

616 N 4<sup>th</sup> St, Manitowoc: One bid was received. Supervisor Baumann moved to accept the offer of \$17,100 from Mark Kotnour, seconded by Supervisor Brunner. Upon discussion and voice vote, the motion passed.

County Clerk – 2018 Annual Report: County Clerk Backus presented the 2018 Annual Report for the County Clerk’s Office that exhibited a slight increase in revenue when compared to 2017.

Paul “Biff” Hansen, Finance Chair:

Discussion and possible action regarding which committee should be handling the sale of Tax Deeded Property: Chairperson Hansen informed the committee that County Board Chair Brey would not be in favor of turning the sale of tax deeded properties over to Public Works Committee. The County Treasurer is the lead person for tax deeded properties and answers to this committee. Thus the reason for this committee to have the final vote on the sale of tax deeded properties. No further action was taken.

Discussion regarding possible opportunities for Manitowoc County to improve and learn about economic development: Chairperson Hansen is concerned with the lack of economic development in Manitowoc County. He would like to meet with officials from Sheboygan County to discuss their recent success with economic development. The City of Manitowoc and Two Rivers were interested in a fact finding study as well. Supervisor Brunner moved, seconded by Supervisor Williams to designate Chairperson Hansen as a representative to gather information from Sheboygan County and provide a report to the committee. Upon discussion and voice vote, the motion passed.

Todd Reckelberg – Comptroller/Auditor:

Report of Economic Interest: Comptroller/Auditor reported that Jennell Shelton, Expo Facility Manager complied with the Report of Economic Interest when she sent him a copy of the report pertaining to the Ant

Hill Mob Annual Banquet. The report has been received and placed on file by the Finance Committee thereby completing the required report.

Resolution Approving Land Information Plan: This plan is required for Manitowoc County to continue its participation in the Land Information Program, and participation in this program allows the county to retain certain fees and qualify for certain grants. Supervisor Williams moved, seconded by Supervisor Baumann to approve the Resolution Approving Land Information Plan. Upon discussion and voice vote, the motion passed.

Update regarding Revolving Loan Fund and the State/Federal Close Program: Comptroller Reckelberg reported the federal government provided funds to different states which local levels were to use to supply loans to the public for economic development projects. This program closed as of February 1 due to various states not following the rules. Wisconsin has two years to turn the funds over to the state government. Manitowoc County will hold the funds until it no longer benefits us which will allow us to charge an administration fee for servicing the outstanding loans. There is a possibility Manitowoc County could receive some of those funds back through grants if the projects we would have met the Federal guidelines. A webinar scheduled in the next few weeks will provide more information about what items would be eligible and the calculation of the County's available amount.

Initial Resolution Authorizing Not to Exceed #6,505,000 General Obligation Promissory Notes for Capital Projects: Comptroller Reckelberg and Brad Viegut, Baird Managing Director explained the general obligation promissory notes is for the public purpose of financing capital projects, consisting of construction and improvements of highways (County Road R and Bridge) and the acquisition of equipment for the Recycling Center. The initial resolution is the first step in authorizing the funds for the 2019 designated capital projects. The initial resolution requires a three-fourths vote of the County Board in order to pass. Supervisor Baumann moved, seconded by Supervisor Brunner to approve the Initial Resolution Authorizing Not to Exceed \$6,505,000 General Obligation Promissory Notes for Capital Projects. Upon discussion and voice vote, the motion passed.

Resolution Providing for the Sale of \$6,505,000 Note Anticipation Notes: Comptroller Reckelberg and Brad Viegut, Baird Managing Director explained the need to authorize the sale of the Notes. This resolution and those after the initial resolution only require a simple majority vote of the County Board in order to pass. Supervisor Brunner moved, seconded by Supervisor Williams to approve the Resolution Providing for the Sale of \$6,505,000 Note Anticipation Notes. Upon discussion and voice vote, the motion passed.

Status of the County's finances and budget process:

Comptroller Reckelberg reported that payroll for 2018 was complete and that W-2's and 1099's have all been handed out or mailed in accordance with the time frame required by law. Next step will be to close out the books and to produce the Comprehensive Annual Financial Report for 2018 along with completing the external audit.

Communications: Copies of each were provided to the committee via email when they became available:

- Monthly/Daily Average Population Report for January 2019 – Manitowoc County Jail.
- Secure Detention Report from HSD for January 2019.

Adjournment: Supervisor Baumann moved to adjourn, seconded by Supervisor Swade. Motion passed unanimously. The committee adjourned at 5:26 p.m.

Respectfully submitted,  
Jessica Backus, County Clerk