

MANITOWOC COUNTY FINANCE COMMITTEE
Administration Building
March 9, 2020

Attendance: Chairperson Paul “Biff” Hansen, Supervisor Jim Baumann, Supervisor John Brunner, and Supervisor Ken Swade. Also in attendance: County Executive Bob Ziegelbauer, Comptroller Todd Reckelberg, Assistant Comptroller JJ Gutman, Corporation Counsel Peter Conrad, Personnel Director Sharon Cornils, Public Works Director Gerry Neuser, and County Board Chairperson Jim Brey.

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.

Maura Yost, Town of Centerville, continued to advocate for a county-wide sales tax.

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

Approve the minutes of the February 10th, 2020 Finance Committee meetings: Supervisor Brunner moved to approve the meeting minutes, seconded by Supervisor Baumann. Upon vote, the motion passed unanimously.

Approve vouchers for the month of February 2020 in the amount of \$3,304,914.21: Supervisor Baumann moved, seconded by Supervisor Swade to approve the vouchers. Upon voice vote, the vouchers in the amount of \$3,304,914.21 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 bid received on a tax-deeded property.

Woodridge, City of Manitowoc, Parcel 052-788-011-100.00: One bid was received. Supervisor Baumann moved to accept the offer of \$16,622.00 from Chad Hoerth, seconded by Supervisor Brunner. Upon discussion and voice vote, the motion passed unanimously.

Todd Reckelberg, Comptroller/Auditor - Reports of Economic Interest: Comptroller Reckelberg reported no economic interests were received for February.

Resolution Denying Claim – Progressive Insurance Claim #19-1916789: Corporation Counsel Peter Conrad reported this was a subrogation claim from Progressive Insurance regarding the denied claim for Wendy Smith. Corporation Counsel Conrad recommended denial of the Progressive Insurance claim. Supervisor Brunner moved to deny the Progressive Insurance claim, seconded by Supervisor Baumann. Upon discussion and voice vote, the motion passed unanimously.

Update and discussion regarding Revolving Loan Fund and the Close Program: Comptroller Reckelberg gave an overview of last month’s meeting. All members were assigned a task to research and discuss at the March 26 meeting. County Board Chair Jim Brey would like different departments to report how they could use the funds from the \$1.2 million grant money that would become available after this program is closed. This item will continue to be on the Finance Agenda until the Close Program is completed.

Discussion and possible action regarding elected officials compensation in years with 27 pay dates: Comptroller Reckelberg asked Personnel Director Sharon Cornils to report on the 26 versus 27 pay dates in 2020. Personnel Director Cornils informed the committee that salaries for elected officials are set by resolution. The practice has been to divide the salary by 26 and pay that same amount each pay period. Once every 11 years there are 27 pay dates in a year, which happens in 2020. What must be done is divide the 2020 annual salary by 27 instead of 26. This was not caught in previous years, which resulted in overpayment of salary. We caught the error and corrected the pay date amount that will be paid for the remainder of 2020, so there will not be an overpayment. Corporation Counsel Conrad has stated that the County does have discretion to require repayment from elected officials over paid in 2009. The repayment may be difficult due to valid defenses that the persons from whom the repayment would be sought. The Personnel Committee has made a recommendation to the Finance Committee to not seek repayment of excess amount paid in 2009. When the County Executive was notified of the situation, he immediately ordered a full review and accounting. He had requested a deduction from his check to pay back his overpayment from 2009. Supervisor Brunner moved to accept the recommendation from the Personnel Committee to not seek repayment of excess amount paid to elected officials in 2009, seconded by Supervisor Swade. Upon discussion and voice vote, the motion passed unanimously.

Update regarding county finances and year end processes – County Executive Bob Ziegelbauer reported Manitowoc County had a great year in 2019. There was almost \$2,300,000 in surplus for 2019. This was due to receiving higher revenue than expected, reduced costs, and one-time revenues. He proposed that \$665,000 would be delegated to the Debt Services fund to pay off the 2013 debt issue, designate \$25,000 for a new tax program for the Treasurer’s office, \$35,000 for a system upgrade in the Comptroller’s office, and \$20,252 for Planning and Parks to replace a tractor. After those designations, that will leave an increase in the General Fund Undesignated/Unreserved account of \$765,683. This would be a 75% increase from the previous year. So far, 2019 was a strong year for financial performance for Manitowoc County.

Resolution Authorizing Fund Balance Designation, Carry-Over, Transfers, and Re-appropriation of Specified Funds from 2019-2020: Comptroller Reckelberg presented the Resolution Authorizing Fund Balance Designation, Carry-Over, Transfers, and Re-appropriation of Specified Funds from 2019-2020. Supervisor Baumann moved to accept the resolution, seconded by Supervisor Swade. Upon discussion and voice vote, the motion passed unanimously.

Communications: A copy of the following was provided in the committee’s packet emailed with the agenda:

- Monthly/Daily Average Population Report for January and February 2020 – Manitowoc County Jail.

Adjournment: Supervisor Baumann moved to adjourn, seconded by Supervisor Swade. Motion passed unanimously. The committee adjourned at 5:05 p.m.

Respectfully submitted,
Jessica Backus, County Clerk