

MINUTES OF THE  
FINANCE/ADMINISTRATION COMMITTEE

MEMBERS PRESENT: Supervisors Terry Rose, Ron Frederick, John O'Day, Aaron Kohlmeier, Jeffrey Gentz, Rick Dodge, YIG Member Majerowski, YIG Member Meyer

MEMBERS EXCUSED: Supervisor Kimberly Breunig

OTHER SUPERVISORS  
PRESENT: Michael Goebel

PLACE: KCAB, Committee Conference Room

DATE: June 12, 2014

Chairman Rose called the meeting to order at 6:30 p.m.

**CITIZENS COMMENTS**

There were none.

**REPORTS FROM THE CHAIRMAN**

There were none.

**REPORTS FROM COMMITTEE**

Supervisor Gentz introduced and welcomed the new Youth In Governance members.

**APPROVAL OF MINUTES (TAPE TIME: 1 : 1 4 )**

Motion by R. Frederick approve the minutes from May 15, 2014. Second by J.O'Day. All aye, motion carried, including YIG Members.

**FINANCIAL SERVICES - Discussion of Capital Financing (1:50)**

- Debt Policy
- Bond Counsel
- Rating Agencies

David Geertsen, Director of Fiscal Services, reviewed the memo from Ehlers regarding debt policy amendments and introduced Ehlers representatives in attendance. Michael C. Harrigan, CIPFA, Chairman/Sr. Financial Advisor, and Dawn Gunderson, CIPFA, CPFO, Senior Financial Advisor, of Ehlers-Inc., presented this information. The Debt policy amendments will be scheduled for review and possible approval on the July meeting agenda.

**FINANCIAL SERVICES - Resolution to Modify 2014 Budget for the Kenosha County High Impact Development Fund (53:12)**

Al Swartz, Assistant Director Finance/ Budget Director, presented this item. Tina Schmitz, Kenosha Area Business Association (KABA), was also in attendance to speak to this item. Motion by J. Gentz to approve. Second by A. Kohlmeier. All aye, motion carried, including YIG Members.

**HUMAN SERVICES - 2013 Financial Status Year End Report and 2014 First Quarter Report (1:00:39)**

Laurie Staves, Chief Financial Officer Human Services , presented this item. Motion by J. Gentz to receive and place on file. Second by J. O'Day. All aye, motion carried, including YIG Members.

**SHERIFF - Resolution FY2014 Law Enforcement Justice Assistance Grant (JAG) (1:09:49)**

Nancy Otis, Manager Fiscal Services - Sheriff, presented this item. Motion by R. Dodge to approve. Second by J. Gentz. All aye, motion carried, including YIG Members.

**PUBLIC WORKS - Resolution to Approve the Modification of the 2014 Capital Budget regarding the Public Safety Building Parking Lot Gates (1:15:30)**

Jim Kupfer, Chief Financial Officer Public Works, presented this item. The committee questioned other options in lieu of gates (i.e. sticker system, etc.) and whose responsibility. Motion by R. Dodge to table to allow additional time to review options. Second by J. Gentz. 3 - aye (Gentz, Dodge, O'Day), 3 - nay (Frederick, Kohlmeier, Rose) - motion failed. YIG Members - Majerowski - no; Meyer - yes.

Additional discussion occurred. Motion by J. Gentz to table item for one month until actual proposal for how and who will administer other option. Seconded by R. Frederick. 4 - aye (Gentz, Frederick, Dodge, O'Day); 2 - no (Kohlmeier, Rose). YIG Members - Majerowski - aye; Meyer - aye.

**PUBLIC WORKS - Memorandum - Donation of 1993 Mack Dump Truck to Hazmat Team regarding Emergency Hazardous Materials Response Service for Kenosha County (1:29:03)**

Jim Kupfer, Chief Financial Officer Public Works, presented this item. Lt. Gil Benn was also in attendance to speak to this item. Motion by R. Dodge to approve. Second by J. Gentz. All aye, motion carried, including YIG Members

**PUBLIC WORKS - Resolution County Park Mountain Bike Trail Construction and Maintenance (1:30:46)**

Jon Rudie, General Manager Parks, presented this item. Motion by J. O'Day to approve. Second by J. Gentz. All aye, motion carried, including YIG Members

**FINANCIAL SERVICES - Resolution Advisory Levy Limit for Discussion and Possible Action (1:33:04)**

Al Swartz, Assistant Director Finance/ Budget Director, presented this item. Motion by R. Frederick to approve. Second by J. O'Day. 4 - aye (Frederick, Dodge, O'Day, Rose), 2 - no (Gentz, Kohlmeier), motion carried. YIG Members - Majerowski - aye; Meyer - aye.

**AUDIT OF BILLS (1:43:28)**

**REPORT FROM FINANCE DIRECTOR/BUDGET MANAGER/PERSONNEL DIRECTOR (1:43:39)**

**Personnel** – None.

**Sheriff- Overtime Report** – May 31, 2014- presented.

**General Fund Balance Report** – None.

**Public Works Report** - None.

**Human Services** - None.

**Treasurer's Reports** – None.

**Register of Deeds Report** – None.

**County Clerk Report** - April and May - presented.

**Monthly Statement** – May 2014 – presented.

**Budget Modification** – 06-12-2014 - presented.

**PERSONNEL SERVICES - Employee Discipline**

\*\*A motion may be made to go into closed session per Section 19.85 (1)(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, and the taking of formal action on any such matter; provided that public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken.

Motion by J. Gentz to move into closed session. Second by J. O'Day. Roll call vote: R. Frederick - aye; J. O'Day - aye; A. Kohlmeier - aye; J. Gentz - aye; R. Dodge - aye; Chairman Rose - aye; YIG Members Majerowski – aye; Meyer - aye.

**RECONVENE TO OPEN SESSION (Digital Recording 2 of 2) (0:03)**

MEMBERS PRESENT: Supervisors Terry Rose, Ron Frederick, John O'Day, Aaron Kohlmeier, Jeffrey Gentz, Rick Dodge

OTHER SUPERVISORS PRESENT: Michael Goebel

OTHERS PRESENT: April Webb, Administrative Secretary

First Assistant Corporation Counsel Joe Cardamone noted that the employee had received the same materials as the committee regarding this issue and had the right to attend the open session meeting this evening, but did not attend.

Chairman Rose announced the action taken in Closed Session was that the decision of the independent hearing officer has been affirmed by the Committee on this matter.

Motion by Gentz to adjourn. Second by Dodge. All aye, motion carried.

The Committee adjourned at 8:52 p.m.

Respectfully Submitted,

Recording of the minutes is available (excluding the Closed Session).

Prepared by: April Webb, Administrative Secretary

Submitted by:

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Al Swartz, Director/Budget Manager, Division of Financial Services