

MINUTES OF THE  
FINANCE/ADMINISTRATION COMMITTEE

MEMBERS PRESENT: Terry Rose, Ron Frederick, Jeffrey Gentz, Kimberly Breunig, Rick Dodge,  
YIG Member Majerowski, YIG Member Meyer

MEMBERS EXCUSED: Aaron Kohlmeier, John O'Day

OTHER SUPERVISORS  
PRESENT: William Grady

PLACE: KCAB, Committee Conference Room

DATE: July 10, 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**

There were none.

**APPROVAL OF MINUTES (TAPE TIME: 00:07)**

Supervisor Dodge noted a correction on page 2 regarding attendance roll call after the closed session that Supervisor Breunig was listed as attending and she was not in attendance that evening. Motion by J. Gentz approve the minutes from June 12, 2014 as amended. Second by Breunig. Frederick, Dodge, Gentz, Rose - aye; Breunig - abstain - YIG Members - aye. Motion carried.

**FINANCIAL SERVICES - Resolution Authorizing and Providing for the Issuance of Not to Exceed \$11,925,000 General Obligation Promissory Notes; Providing for the Notification and Sale of Said Notes; and Other Related Details (2:20)**

Dawn Gunderson, Ehlers, presented this item. Motion by Breunig to approve. Second by Frederick. All aye, motion carried, including YIG Members.

**FINANCIAL SERVICES - Resolution Proposed Debt Policy Amendments (7:50)**

This item was moved up on the agenda to accommodate for out of town Ehlers representatives attendance. Dawn Gunderson, Ehlers, presented this item. Motion by Gentz to approve. Second by Breunig. All aye, motion carried, including YIG Members.

**TABLED ITEM - PUBLIC WORKS - Resolution to Approve the Modification of the 2014 Capital Budget regarding the Public Safety Building Parking Lot Gates (15:04)**

Motion by Breunig to remove item from the table. Second by Dodge. 4 - aye (Breunig, Dodge, Frederick, Rose) (YIG Members); 1 - no (Gentz). Discussion ensued. Administration of a sticker program was discussed. Motion by Frederick to discuss the item further. Second by Breunig. – The committee suggested that the personnel office might administer a sticker program since they would have a current list of employees that should be parking in the lot in question. It was noted that a change to the Intergovernmental Agreement would be required if the Personnel office were to administer the program. It was also noted that the Personnel office has limited staff as well as Joint Services. The committee requested information regarding what other options are available in place of the parking gates or a sticker system. Motion by Gentz to table the item not to a date specific. Second by Breunig. 4 – aye (Gentz, Breunig, Frederick, Dodge) (YIG Members); 1 no (Rose). Motion carried. Supervisor Grady suggested to entertain the possibility of correspondence with Joint Services on this item. Supervisor Breunig noted that she has already requested that the chair of Joint Services start working on this.

#### **HOUSING AUTHORITY - Resolution Accepting a Flood Mitigation Assistance (FMA) Grant – 2013 (44:27)**

Al Swartz, Assistant Director Finance/Budget Director presented this item. Motion by Dodge to approve. Second by Frederick. All aye, motion carried, including YIG Members.

#### **PUBLIC WORKS - Memorandum - 2014 and 2016 Capital Plan - Remove two Kenosha County Park Buildings (46:06)**

Jonathan Rudie, General Manager – Parks Operations, presented this item. Motion by Gentz to approve. Second by Breunig. All aye, motion carried, including YIG Members.

#### **PUBLIC WORKS - Resolution to Apply for American Transmission Company Community Planting Program Grant (49:05)**

Jonathan Rudie, General Manager – Parks Operations, presented this item. Motion by Gentz to approve. Second by Breunig. All aye, motion carried, including YIG Members.

#### **CORPORATION COUNSEL - COUNTY TREASURER - Report Elks Club (50:28)**

It was noted that a written report was provided in the agenda packets for this item. Motion by Gentz to defer this item to the next meeting and request Corporation Counsel and the Treasurer's attendance. Second by Breunig. All aye, motion carried, including YIG Members.

#### **PERSONNEL SERVICES - Resolution to Request to Approve the Appointment of Michael Pitts to the Kenosha County Housing Authority Board (51:51)**

It was noted that it has been customary to have new appointees attend the committee meeting. Chairman Rose suggested a special meeting to meet Mr. Pitts and act on this item July 15 at 7:15pm; meeting to be held at the Kenosha County Administration Building in the 2<sup>nd</sup> floor committee conference room. Ms. Webb will contact Mr. Pitts to confirm his availability and post the required meeting notice. This item will be tabled to allow additional time for the committee to act on the resolution.

#### **PERSONNEL SERVICES - Discussion - Discipline Policy (54:20)**

Robert Riedl, Director, Division of Personnel Services, presented this item. Motion by Gentz, Second by Breunig - administration to bring this item back to one of the next two meetings with an alternate proposal to conduct a due process for these types of disciplinary items with personal appearances in line with the former process. 3 – aye (Gentz, Breunig, Rose); 2 – no (Dodge, Frederick), motion carried, including YIG Members. Supervisor Dodge noted some items to be researched/revised – page 41 “unexcused” late arrival and page 42 failure to clockout “unexcused” not get written up. Mr. Riedl noted an instance regarding clocking out and continuing to work off the clock that was an issue in the past and could have serious ramifications for the County that those sections were created to manage.

**FINANCIAL SERVICES - Resolution to Hold the Annual Meeting on November 5, 2014 (1:15:05)**

Al Swartz, Assistant Director Finance/Budget Director presented this item. Motion by Gentz to approve. Second by Breunig. All aye, motion carried, including YIG Members.

**AUDIT OF BILLS (1:16:20)**

**REPORT FROM FINANCE DIRECTOR/BUDGET MANAGER/PERSONNEL DIRECTOR (1:16:50)**

Dave Geertsen, reminded the committee that a special meeting has been set for July 15 at 6:30pm to act on the Michael Pitts appointment resolution.

**Personnel** – None.

**Sheriff- Overtime Report** – 06-28-2014 - provided in packet.

**General Fund Balance Report** – None.

**Public Works Report** – None.

**Human Services** – None.

**Treasurer's Reports** – None.

**Register of Deeds Report** – May and June 2014 – presented.

**County Clerk Report** – None.

**Monthly Statement** – June 2014 – presented.

**Budget Modification** – None.

Motion by J. Gentz to adjourn. Second by K. Breunig. All aye, motion carried, including YIG Members.

The Committee adjourned at 7:50 p.m.

Respectfully Submitted,

Recording of the minutes is available.

Prepared by: April Webb, Administrative Secretary

Submitted by:

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