



Winnebago County

The Wave of the Future

**PERSONNEL & FINANCE COMMITTEE MEETING MINUTES
THURSDAY, JANUARY 9, 2025**

A. Call to Order

The meeting was called to order by Chairman Cox at 9:00 a.m. in the Susan T. Ertmer Conference Room.

Roll Call: Chairman Morris Cox, Supervisor Don Nussbaum, Supervisor Stephanie Holt, Supervisor Steve Binder and Supervisor Koby Schellenger

Also Present: Corporation Counsel Mary Anne Mueller, Public Policy Paralegal Rhys Phillips, Director of Administration Jamie Rouch, Director of Finance Paul Kaiser, County Treasurer Amber Hoppa, Highway Commissioner Bob Doemel, County Executive Jon Doemel, and County Clerk Julie Barthels

B. Public Comments

Supervisor Tom Swan commented on the appraisal process for the values on in-rem tax foreclosed properties that will be put out for bids. He would like to see a liquidation value and a disposition value along with the market value on the report.

C. Adopt Agenda

Motion by Supervisor Nussbaum, seconded by Supervisor Schellenger to adopt the agenda for this meeting. CARRIED BY VOICE VOTE. (5-0)

D. Approval of Minutes

1. Approval of Minutes for December 5, 2024

Motion by Supervisor Schellenger, seconded by Supervisor Holt to approve the December 5, 2024, minutes. CARRIED BY VOICE VOTE. (5-0)

E. Reports

1. Finance General Review and Update - Paul Kaiser, Director of Finance

Paul Kaiser, Director of Finance, provided his report from the Finance Department.

- *Investments: Currently there is \$18 million of liquid cash. The County spends \$18 million a month. The County will be getting roughly \$29 million in property tax that have been collected to date from the municipalities, for their January settlements. He will not be making any investments at this time unless they are short term investments.*
- *Contingency Fund - With the 2024 budget, \$300,000.00 was put into the contingency fund. Requests for items that are \$40,000 and under can be approved by just the Personnel and Finance Committee. Any requests over \$40,000, are required to be submitted to the Personnel and Finance Committee and then forwarded to the full county board for approval. With the 2024 budget, a labor contingency fund of \$1 million was also set up. This was for the correction officers' and patrol officers' contract. It was originally proposed that this amount would be \$567,000. After further investigation, it was revised to \$932,000. Adjustments to the labor contingency fund will be brought to the February Personnel and Finance Committee and then forwarded to the full county board.*
- *Type 1 & 2 Carryovers: Type 1 Carryovers are purchase orders that were not received in the previous year. Type 2 Carryovers are budgeted 2024 items that have not been completed and they are asking to carryover the projects to 2025. Director Kaiser hopes to bring the carryovers to the February Personnel and Finance Committee meeting.*

Director Kaiser then took questions from the committee.

A. Business Items

Action may be taken on any business items.

1. Approve Values on In-Rem Tax Foreclosed Properties for Auction

- 905-0134 / 1022 Wright St, Oshkosh
- 906-1052-01 / 1301 W 5th Ave, Oshkosh
- 907-0223-01 / 543 Jackson St, Oshkosh

Amber Hoppa, County Treasurer, submitted three parcels to have the values approved by this committee to be put out for bids.

Ms. Hoppa suggested starting with a lower value on the property and setting a reserve. Discussion was held regarding the appraisal process, how the market value is set, and the direction and procedures that the treasurer's office should follow.

Motion by Supervisor Schellenger, seconded by Supervisor Nussbaum to approve the values on three in-rem tax foreclosed properties for auction.

Motion by Supervisor Binder, seconded by Supervisor Nussbaum, to amend Line 19 to read as follows: "The below market values minus 10 percent will serve as the starting bids.". Corporation Counsel Mary Anne Mueller noted that the amount of the starting bids noted on lines 22 - 24 will need to be adjusted with this amendment.

Vote on Amendment: CARRIED BY VOICE VOTE (5-0)

Vote on Resolution as Amended: CARRIED BY VOICE VOTE (5-0)

➤ Authorize Issuance of Surplus Funds in the Amount of \$42,575.74 from the 2022 Tax Sale of 333 First Street in Menasha to its Former Owner

Motion by Supervisor Nussbaum, seconded by Supervisor Holt to authorize issuance of surplus funds in the amount of \$42,575.74 from the 2022 tax sale of 333 First Street, Menasha to its former owner.

Ms. Hoppa provided an update on this item. In 2022, the former owner inquired about the surplus funds from the sale of the property in question.

The Treasurer's office has created a list that includes information on all the sales of foreclosed properties. The Treasurer's office will be working with the Finance Department and the Department of Administration to have a plan in place should anyone request reimbursement of these funds. Discussion was held regarding the retention and purging of files. Corporation Counsel Mueller asked the committee to allow her time to investigate the impact of purging older records. Chairman Cox suggested to contact the Department of Revenue for the length of time.

Vote to return the \$42,575.74 from the 2022 tax sale of 333 First Street, Menasha.

CARRIED BY VOICE VOTE. (5-0)

Director Paul Kaiser noted that this will come from the un-assigned general fund account until a liability account is created.

Executive Doemel recommended asking the ARPA commission for funds to aid in the liability of surplus funds that need to be reimbursed to property owners that have been foreclosed on.

B. Honoring Retiring County Employees

➤ Commendations for Joan Lowe, Ron Timm, and Brad Benedict

Motion by Supervisor Holt, seconded by Supervisor Schellenger to honor retiring employees Joan Lowe.

CARRIED BY VOICE VOTE. (5-0)

➤ Commendation for Ron Timm

Motion by Supervisor Holt, seconded by Supervisor Schellenger to honor retiring employee Ron Timm.

CARRIED BY VOICE VOTE. (5-0)

➤ Commendation for Brad Benedict

Motion by Supervisor Holt, seconded by Supervisor Schellenger to honor retiring employee Brad Benedict.

CARRIED BY VOICE VOTE. (5-0)

C. Next Meeting Date: Thursday, February 6, 2025

D. Adjourn

*Motion by Supervisor Nussbaum, seconded by Supervisor Holt to adjourn the January 9, 2025, Personnel and Finance Committee meeting.
CARRIED BY VOICE VOTE. (5-0)*

The meeting was adjourned at 10:13 a.m.

*The video portion of this meeting is available on the Winnebago County website:
<https://winnebago.cowi.portal.civicclerk.com/event/222/files/agenda/2373>*