

ADMINISTRATIVE SERVICES COMMITTEE
TUESDAY, SEPTEMBER 11, 2018
8:30 A.M.

COMMITTEE MEMBERS PRESENT: Chair Merlin Gentz, Supervisors Bill Barribeau, Ronald Dietrich, Patrick Laughrin, Mary Schwalenberg, Pete Stier and Tom Stoffel.

OTHERS PRESENT: County Board Chair Alice Connors; County Administrator Todd Romenesko; Human Resources Director Michelle Wright; Finance Director Dan De Bonis; Information Technology Director Howard Mezera; Maintenance Director Adam Hernke; Community Economic Development Director Mary Kohrell; Sheriff Mark Ott; Director of Planning, Zoning and Land Information Matt Payette; Treasurer Mike Schlaak (arr. at 8:35 AM); and County Clerk Beth A. Hauser.

Roll call was taken and all members reported present.

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA:

Moved by Supervisor Dietrich and seconded by Supervisor Barribeau to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF MINUTES:

Moved by Supervisor Stier and seconded by Supervisor Schwalenberg to approve the Minutes of the August 14, 2018 meeting as presented. Motion carried unanimously.

SPECIAL BUSINESS:

- A. **Moved** by Supervisor Dietrich and seconded by Supervisor Stier to approve the Resolution Declaring Emergency in Calumet County and forwarding it to the full County Board for action. Motion carried unanimously.
- B. County Administrator Romenesko reviewed draft designs of the courthouse first and third floors with the Committee. Copies of the draft designs are in the file and made a part of the record. The proposed estimate for the first floor is \$315,000. There is no estimate for the third floor yet.

REPORT OF DEPARTMENTS:

❖ **COUNTY CLERK**

- A. **Moved** by Supervisor Stier and seconded by Supervisor Schwalenberg to approve the Ordinance to amend the Calumet County Code of Ordinances – Chapter 2, Section 2-132 Marriage License and Domestic Partnership Provisions and to forward to the full County Board for action. Motion carried unanimously.

❖ **ECONOMIC DEVELOPMENT**

- A. **Moved** by Supervisor Dietrich and seconded by Supervisor Stier to approve the Resolution to authorize Calumet County to become a member of the PACE (Property Assessed Clean Energy) Commission and to forward to the full County Board for action. Motion carried with one nay (Laughrin).
- B. **Moved** by Supervisor Dietrich and seconded by Supervisor Stier to approve the Ordinance to amend the Calumet County Code of Ordinances Creating Chapter 44, Property Assessed Clean Energy Financing (PACE) and to forward to the full County Board for action. Motion carried with one nay (Laughrin).

❖ **FINANCE**

- A. Dan reviewed the proposed City of Brillion TIF District #5 (former Brillion Iron Works Facility) with the Committee. A copy of the TIF plan is in the file and made a part of the record. Dan noted that this may be the first environmental TIF in the state since new legislation.
- B. Dan reviewed County sales tax collections with the Committee and provided a spreadsheet to the Committee. A copy is in the file and made a part of the record.
- C. Dan discussed reconsideration of funding for Resolution 2017-34 – Park’s waterline and building addition. He will bring forward a rescinding resolution at the next meeting for consideration.
- D. Dan reviewed the Investment Report with the Committee. Total county investments as of August 31, 2018 were \$20,928,712.45.

NEXT MEETING DATES: October 1-2, 2018 Budget Review with the County Board and October 9, 2018 regular meeting (if needed).

ADJOURNMENT:

Moved by Supervisor Dietrich and seconded by Supervisor Barribeau to adjourn the meeting at 10:00 A.M. Motion carried unanimously.

Beth A. Hauser,
Recording Secretary