PROCEEDINGS OF THE BROWN COUNTY
ADMINISTRATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a special meeting of the **Brown County Administration Committee** was held on Wednesday, October 31, 2018 in Room 210, City Hall, 100 North Jefferson St, Green Bay, WI

Present: Chair Sieber, Vice Chair Kneiszel, Supervisor Vander Leest, Supervisor Schadewald, Supervisor Deneys

Also Present: Finance Manager Bradley Klingsporn, Director of Administration Chad Weininger, Supervisor Borchardt, Planning Director Chuck Lamine, Chief Deputy Todd Delain

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I. **Call to Order:**

The meeting was called to order by Chair Sieber at 8:45 am.

II. **Approve/Modify Agenda.**

Motion made by Supervisor Schadewald, seconded by Supervisor Kneiszel to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public. None.

Late Addition/Budget Adjustment Requests

1. **Budget Adjustment Request (18-114): Reallocation between two or more departments, regardless of amount (Sheriff).**

The Sheriff's Office requests use of contingency funds in 2018 for three outlay uses. First, two weapons/contraband detectors for the Jail for $26,000. Second, installation of two recreational enclosures at the Jail for $13,000 and third, the purchase of one late-model used vehicle for $15,500 for the Sheriff's fleet tentatively designated for Jail use.

Motion made by Supervisor Schadewald, seconded by Supervisor Vander Leest to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

2. **Budget Adjustment Request (18-118): Reallocation between two or more departments, regardless of amount (Planning & Land Services).**

The Planning and Land Services Department requests use of contingency funds in 2018 for outlay of $21,886.50 (vehicle $21,592, delivery $100, and title $184.50) to replace a non-operable 2001 Chevrolet Blazer with a 2019 Ford Escape. The 2001 Chevrolet Blazer to be replaced has a blue book value of less than $1,000 and has needed repairs estimated at $2,000 to get it operable. Due to age and condition of the Blazer it is anticipated that significant future repairs will be needed. The vehicle is needed for field work, administration of various planning programs as well as for travel to in-state meetings and conferences.

Motion made by Supervisor Schadewald, seconded by Supervisor Kneiszel to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

3. **Such other matters as authorized by law.** None.

4. **Adjourn.**

Motion made by Supervisor Deneys, seconded by Supervisor Kneiszel to adjourn at 8:50 am. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Administrative Specialist