

PROCEEDINGS OF THE BROWN COUNTY
ADMINISTRATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Administration Committee** was held on Wednesday, November 29, 2017 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, WI

Present: Chair Schadewald, Supervisor Becker, Supervisor Kneiszel, Supervisor Vander Leest
Excused: Supervisor Blom
Also Present: Supervisors Lund, Ballard, Hoyer and Lefebvre; Corporation Counsel Dave Hemery, Director of Administration Chad Weininger, Treasurer Paul Zeller, County Clerk Sandy Juno, Technology Services Kevin Raye, Child Support Director Maria Lasecki, HR Director Kathryn Roellich

I. **Call to Order:**

The meeting was called to order by Chair Richard Schadewald at 6:15 pm.

II. **Approve/Modify Agenda.**

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to approve the agenda with the following changes: Item 41, change bullet points to a, b, c, d, and e; And take Item 41e after Communications. Vote taken. MOTION CARRIED UNANIMOUSLY

III. **Approve/Modify Minutes of October 4, 2017 (Budget & Regular).**

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

1. **Review minutes of:**

a. **Housing Authority (October 16, 2017).**

Motion made by Supervisor Kneiszel, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public – None.

Supervisor Becker arrived at 6:18pm

Communications

2. **Communication from Supervisor Schadewald re: My request for these committees to evaluate the need and funding of a Housing Navigator to coordinate county-wide efforts to improve housing opportunities in Brown County. *Held for one month.***

Schadewald informed he went to the Brown County Housing Authority meeting and had discussions with the head of that. She was in agreement that they want to look at a Housing Navigator. There were multiple kinds of Housing Navigators, so they were going to explore during the next year what kind that perhaps they will propose in the 2019 budget, which would happen in November of 2018. He started the process and will bring back information as gathered and hopefully this committee can take a look at it to make a recommendation. It was interesting to note, in the newspaper that you can't rent in downtown Green Bay, there was no place to go.

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

3. **Communication from Supervisor Becker re: In speaking with both parties involved, for Brown County to continue working with the City of Green Bay for the recording of Board meetings. County staff will then send video of our meeting to a transcription service of our choice to add ADA compliant closed-captioning. County will then upload video for public use in a timely manner. In addition, for Administration Committee to research recording and ADA compliant closed-captioning of all committee meetings. This would require all committees to meet in Brown County Committee meeting room. *Referred from October County Board.***

Becker informed it was a month and a half ago when he spent an hour on the phone with Brown County TS Director and another hour with Green Bay. He talked with the Director of Administration about costs would look like for something like this. Basically what it was, right now the county owned half of the cameras and what they could do was continue on the current path they were on. The City of Green Bay records board meetings and they send it to our IT Department the following morning. We can send it to a transcription service; the cost estimate would be about \$5,000 to do the County Board meetings, maybe \$15,000-\$30,000 to do committee meetings. They would then put transcription closed captioning on it; it had to be 90% and they will send it back and we would upload it to YouTube or a county channel. It's not going to cost a lot of time or money and they can still have open government with viewing of videos. It won't be livestreamed because that cost goes way up. He spoke with the Chairman of the County Board in Milwaukee County, they don't do any of this, same with Dane County and there videos were still out there and none were closed captioned. It's not the perfect fix, but it's the perfect band aid for being able to still have these committees and the full County Board online and accessible, and it's really not going to be a huge undertaking for the City of Green Bay or the county, it's just the right thing to do.

Weininger informed a lot of municipalities don't know this requirement yet. Brown County belonged to an association and researched it and got a legal opinion from Corp Counsel. We also voted for a number of different ways to maneuver around it. It was pretty clear that all municipalities had to do it and if they don't they were putting themselves at great risk for having the ADA to come in and look at everything. It was his understanding the ADA came into the city to do upgrade requirements; one of them was to include closed captioning. They should have been almost a decade ago and haven't been.

Second piece, he had been in contact with an organization, an educational institution that was actually interested in taking over the county's system and doing everything, which wouldn't cost the county any operational cost. He reached out to Green Bay to see if they'd like to look at doing that too.

Thirdly, he would hope this communication would get sent to the TS department to formalize it, so they had all the details worked out including the technical pieces of it to get to a real cost so they can bid it out and bring a proposal forward if in fact negotiations with the other organizations would fall through.

Kneiszel informed that he fully supported moving forward with this.

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to forward this communication to Technology Services to formalize and have details and technical pieces worked out to get costs so it can be bid out to bring a proposal forward if negotiations with the educational organization falls through. Vote taken. MOTION CARRIED UNANIMOUSLY

4. **Communication from Vice Chair Lund re: Forming an ad hoc committee, the Brown County website, to strategically determine what is needed to provide the best product for county residents. Referred from October County Board.**

Lund felt it's been a long time since there had been any upgrades to the website. It was pretty much the same when he came in 16 years ago. He felt it would be good to look at what other counties were doing and municipalities around here; to make the website better for county residents. He suggested looking at using advertising to pay some of the cost. Other municipalities were doing that kind of thing. They needed to have the administration and department heads look at what's needed for their departments to better aide the people of the county. They should have more ways to access things for county residents. Schadewald informed as Committee Chair he could form an ad hoc committee. Lund felt there were some residents that would be interested in serving as well as some people in the administration.

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to form a subcommittee of the Administration Committee to strategically determine what is needed to provide the best product for county residents . Vote taken. MOTION CARRIED UNANIMOUSLY

Although shown in proper format, Item #41 e was taken at this time.

Budget Adjustment Requests

5. **Budget Adjustment Request (17-68): Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts).**

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to suspend the rules to take Items 5-9 together. Vote taken. MOTION CARRIED UNANIMOUSLY

6. **Budget Adjustment Request (18-01): Any increase in expenses with an offsetting increase in revenue.**
7. **Budget Adjustment Request (18-03): Any increase in expenses with an offsetting increase in revenue.**
8. **Budget Adjustment Request (18-04): Any increase in expenses with an offsetting increase in revenue.**
9. **Budget Adjustment Request (18-05): Any increase in expenses with an offsetting increase in revenue.**

Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to approve Items 5 -9. Vote taken. MOTION CARRIED UNANIMOUSLY

Resolutions – Ordinances

10. **Resolution re: Authorizing and Directing Application for the Community Development Block Grant – Housing Program for Small Cities.**

Weininger informed this was just because they were applying for a grant and it needed preapproval from the committee prior.

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

11. Resolution re: Opioid Litigation.

Corporation Counsel David Hemery referred to the info in the agenda packets; there were currently 48 of the 72 counties that have joined into this. Basically we would be joining three different law firms, the county would work with von Briesen & Roper, S.C. and WCA, and other firms that have had litigation experience and had been successful against some big Pharma defendants. They would be taking the lead in the case. As far as the county goes, they basically had to agree with their retainer agreement, which would basically pay all of those law firms in total 25% of whatever the settlement was. Those law firms would divide up that 25% amongst themselves.

Also taken out of that would be cost and disbursements, these firms would front all costs so the county would have no out of pocket expense in this, but at the end when it came time to settle, first they got their 25% fees and then their cost and disbursements.

As far as any risk to the county by entering into it, he was not seeing much besides time and resource. They basically would have to show that the opioid crisis had affected the community and specific county departments. The Sheriff's Department was affected because they make more arrests. County jails were affected because they house more inmates. Human Services was affected, which lead to foster placements, children being removed from care, additional AODA treatment services; there were a lot of areas in the community that were affected by the opioid crisis. He was basically asking this committee to approve the proposal.

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

County Clerk

12. Budget Status Financial Report for September and October, 2017 (Unaudited).

Juno informed their budget was in good shape.

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

13. Budget Adjustment Request (17-75): Any increase in expenses with an offsetting increase in revenue.

Juno informed they were basically moving some excess money they had this year to purchase their ballot stock shelves for next year. They needed to start printing in January, so it's just a matter of timing of when they would have space to accept the ballot shelves here and get the money in the right location.

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

14. Budget Adjustment Request (17-87): Any increase in expenses with an offsetting increase in revenue.

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

15. **Budget Adjustment Request (18-06): Any increase in expenses with an offsetting increase in revenue.**

Juno informed that according to the Finance Department, there was something in the laws where they had to change some accounting processes.

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

16. **Draft Resolution for Alternate Options for Absentee Voting.**

Juno informed this was something they've been working on for the last couple of years, ever since the law was changed to allow no excuse absentee voting; the number of people continued to increase and this was especially impactful on president and governor years. Some of the municipal clerks in the larger more populous counties had been working on this bill for the last 16 months. It really doesn't have an impact on the county other than their memory devices for their electronic tabulating equipment. They would need to adjust their timing on when they would need to get that to them. It was not financial thing but a management issue. Basically what this bill would do, if a clerk wanted to use this optional method to have voters put their ballot into the tabulator and be stored in a memory until election day, they could do that. Whereas they can't do it now. Every early voter had to do the envelope, and there was a lot of expense in management with those. It made sense for really busy places to do this. Basically their wards would need to create an ordinance allowing them to do that. Juno had been working with municipal clerks on this for the last year. They all supported it. Whether they would be using it or not, they saw the value in it. Yesterday she went down for a public hearing and testified on behalf of the municipal clerks that they were in support of it. She did tell them she was bringing forth this resolution.

Responding to Vander Leest, the City of Green Bay Clerk was in support of it. They were incredibly swamped. This would only occur the last 2 weeks prior to the election. You can do the earlier voting using the envelope method. There were just so many benefits. People that screw up their ballot would know that they had the opportunity to fix it, so their votes would be counted rather than just thrown out because somebody couldn't interpret what they're trying to do.

Becker stated there was a push that he saw in the news and read about it a lot, it sounded like the City of Green Bay was looking to expand early voting hours. He questioned the kind of impact that would have on this and her office. Juno informed, it wouldn't affect them in any way. It was really now a municipal thing. Anything that had to do with the absentee balloting. In the southern part of the state, especially Milwaukee and Dane County, they did expand the number of locations. The concern with this was, because you would have a tabulator that you'd be putting the ballot in, if you wanted to that active, in-person voting, that that would be solely at municipal clerk's office. If you wanted to do the envelope voting, you could do that at satellite sites.

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to direct Corporation Counsel to draft a resolution in proper format, include a fiscal and bring it back to the committee for final review before going to the full County Board. Vote taken. MOTION CARRIED UNANIMOUSLY

Juno informed she had sad news, but it's bittersweet; Tracy from her department gave her notice. She'll be leaving the county and going outside for another position, so they're going to be in a critical time to try and find a replacement in the next month.

Child Support

17. **Budget Status Financial Report for October 2017 (Unaudited).**

Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

18. **Departmental Openings Summary.**

Child Support Director Maria Lasecki informed they had two positions; one in their Support Information Center. They had a temporary employee who they worked with Human Resources to hire on full time but she got a better offer, a substantial offer for the same job. Their Child Support Supervisor had accepted a position as the Shawano County Director, so she will leave them Friday. They're looking internally to fill that position; there's a lot of interest, so they're excited to do interviews.

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

19. **Director Summary.**

She tried to do a thorough overview for them but it's been a busy period since the last time they met. The one thing that she wanted to report that was not in here was to keep them apprised of their grant and things going on with that. They had some really great news, and she submitted the budget. They received a grant which replaced the Supporting Parents, Supporting Kids. They budgeted in the 2018 budget for \$156,000, so the grant had been approved but she did have a request into the state, they had access ultimately to \$294,000. It will allow them to do a lot more. What they've done was meet with the partner agencies and looked diligently at what they could get accomplished. They were asking for \$281,000. That will actually roll into once Kenosha and Brown wrap up the federal fiscal year in 2018, which will roll into a 5-county demonstration that we're working with the state to try to put together. They're pretty optimistic they'll be part of that as well.

Motion made by Supervisor Kneiszel, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Technology Services

20. **Budget Status Financial Report for September 2017 (Unaudited).**

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

21. **Technology Services Monthly Report.**

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Corporation Counsel

22. **Budget Adjustment Request (17-74): Reallocation between two or more departments, regardless of amount.**

Hemery informed this was taking money out of his budget basically for accounting purposes. They got reimbursed from the state, it was better if Human Services got the reimbursement; they were really the proper entity as opposed to Corporation Counsel. Weininger informed they changed this in the 2018 budget; they were just following that standard now.

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

Human Resources

23. **Budget Adjustment Request (17-70): Any allocation from a department's fund balance.**

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

24. **Ordinance to Amend Section 4.49 (Entitled 'Extra Pay') of Chapter 4 of the Brown County Code of Ordinances.**

Kathryn Roellich informed they talked about this in a broad sense. This was just taking it to clarity. When they passed the ordinance change for Chapter 4 regarding overtime calculated on holiday and vacation, and they passed the resolution that would allow HR to work with departments to do more equitable pay provisions. As she'd been working with the department heads and employees in different areas, it was apparent that some changes to this particular section of the ordinance were required as they were presented. It was cleaning up some language on the first part and then number 5 would be an addition about adding the ability to do incentive or premium pay. For example, at the CTC, often time they are short staffed for CNAs so the hired agency staff, and that cost about double what it would for one of county staff to do it so rather than pursue an agency staff, looking at giving some kind of a bonus for taking an additional shift. This was going to save money on the contracted services and move it here.

Schadewald had talked to a couple of department heads on my own, and they had talked to some of their employees within their department. They felt that this was a better method of flexibility and sort of the uniqueness of certain departments in certain situations. He was going to support this here, but he also thought they should support it when it got to the County Board.

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

25. **Budget Status Financial Report for September and October 2017 (Unaudited).**

Motion made by Supervisor Kneiszel, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

26. **Department Vacancies Report.**

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

27. **Turnover Reports for September and October 2017.**

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

28. **Health Plan Report.**

The county was running at 116% and over \$2 million over what was projected for costs. Just to reaffirm the need to increase the premium, which was done at the budget meeting; it was very valid and very appropriate. HR was already working; the new benefits manager, she and their consultant were looking at how they were going to revamp things going into 2019. Those discussions had already started.

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to receive in place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

29. **Dental Plan Report.**

Roellich informed the county was at a good place there.

Motion made by Supervisor Vander Leest, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

30. **HR Director's Report.**

Roellich informed they have had some staff changes in HR; they hired a new Benefits Manager, both of their Payroll Specialists within very close proximity took other positions; one stayed within the county, the other went to the Post Office; they had refilled both of those positions. Then they also unfortunately had their Benefit Specialist decide to take another position outside of the county as well as one of their HR associates and they were currently working to fill those positions.

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Department of Administration

31. **Budget Status Financial Report for Levy Funded Departments – October 2017.**

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

32. **Administration Dept. Budget Status Financial Report for October 2017 (Unaudited).**

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

33. **2017 Budget Adjustment Log.**

Director of Administration Chad Weininger stated, if you look at the budget adjustment log, what they were doing there was using half a million dollars of the general fund and putting it into Associated Bank; this was part of the room tax agreement. Their goal was when they started getting the sales tax in to switch it out.

Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

34. **Purchasing Project List – Closed Projects.**

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

35. **Budget Adjustment Request (17-73): Reallocation between two or more departments, regardless of amount.**

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

36. **Budget Adjustment Request (17-77): Any allocation from the County's General Fund.**

Weininger informed that former Supervisor Haefs made a motion years ago because there was a balloon payment, but because they've been doing a good job of refinancing, there was no more balloon payment so they wanted to take that out. It was in the county's restricted and they just wanted to make it unrestricted for the general fund.

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

37. **Ordinance to Amend Section 2.06 of Chapter 2 of the Brown County Code of Ordinances Entitled "Administration Committee". *Referred from October County Board.***

Revision provided (attached); Weininger informed that Corporation Counsel made some technical changes, and that's why the committee was provided a new copy. What happened on ordinances was over the years people add pieces here and there and sometimes it doesn't always flow. So what Weininger tried to do was condense and look at what the scope of the committee was. For instance number 3, they deleted it. They were really moving it down to G and there was another piece being eliminated. They we're saying contingency fund and general fund. Any of those requests had to come to this committee, so that contingency fund pot now had to come to this committee. He briefly went through the strikethroughs and explained why the changes were being made.

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

38. **Director's Report.**

Weininger provided a handout to committee members; he informed that he was asked him to quantify financially what he had done over the last 2 years. Over the last 2 years, they actually reduced tax. They were actually paying more in principal; they were actually paying more in principle; paying more off on debt than on interest, which was great. So they increased that over the years. The outstanding GO debt; \$14.9 million was paid off in 2 years; that's huge. The fund balance unassigned to general fund; while it was not great, that increased, which was good. Overall spending of \$19 million; in this year's budget, the reason why the spending went up was because they were doing more investments with the sales tax. They were really investing more in the community, and that's why that went up. Equalized value; if they looked at TID in, \$1.5 billion more in value and Wisconsin Tax Payers Association basically said Brown County was one of the fastest growing counties in the state, which they should all be proud of.

What he didn't include were those little things that they did for economic development, like the PACE Program. Huge economic development tool, which actually the city was going to be using, at a lot of communities, and that's what was going to help build the base; which was really important.

Referring to the sales tax overview, in 72 months debt reduction, \$72 million dollars; that actually increased quite a bit because of refinancing, so over the next couple of years as they

continued to refinance more, that number was going to go up; which was actually going to be good. On the opposite side of that though, when they did the refinancing, that was actually going to lower the tax levy relief a little bit so that's the counter to it, so it was one or the other but they were still over the 72 month period was going to reduce the actual tax levy about \$4.8 million. That was money they couldn't use because they were paying off debt and that can't be used to fund other operations.

There were a couple different pieces and you can get really buried in the weed so the legislator said, you used to be able to account pre-2005 debt, which would be excluded from the levy limits. They changed that, now it's not, so it's really whatever your levy limit was was whatever it should be. Then there were some variations to that that you could carry some levy forward but what it was, if you pay down your debt and you don't have any new debt service, you can't take that increment savings; that's gone. That's what this number really reflected, so you can't; it's a guaranteed reduction of that levy so they could never use that and bury it into their budget.

So the tax rate cut, the mill rate was going down 95 cents over the 72 month period. This was really what people cared about. So over the 72 months, if they held everything constant and they had the same level of growth, same level of increased use of net new construction; holding everything constant as they were today for the 2018 budget, \$150,000 house should see a total savings at the end of the 72 months by \$142.91, which was probably the largest tax cut the county had ever seen for property tax.

Then the 72 month investment plan, this was just a reiteration of what they had already done. The mill rate and then the tax cut, which was going to vary because if they did some refinancing, it was going to change it a little bit. If the evaluation went up a little higher, they were going to have a larger tax cut. If the evaluation went down a little bit lower, it was probably not going to be there. The other thing too was 420-17, he had been been keeping track of housing starts in total. They were on line to do the same thing they did next year, so the amount of net new construction, the county should be good next year. The year before next year, after that, it was really hard for him to predict and he would hate to do that. Weininger felt they had a really good start.

On the back of the handout were some graphs. One was PFM Brian Della's graph, which was actually really telling. If they continued to not issue debt, that's what they would be looking at, it was almost an elimination. Of course after 72 months, they had to figure out what they'd like to do and how to proceed.

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Treasurer

39. **Budget Performance Report for September and October 2017 (Unaudited).**

Motion made by Supervisor Vander Leest, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

40. **Treasurer's Report – Department Update.**

a. **Progress update - Banking Services RFP #2167.**

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

b. Progress update - Land Records RFP #2087.

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

c. Georgia Pacific Valuation petition to the State of WI Tax Appeals Commission.

Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

41. Discussion and possible action on the sale of the following tax deed parcels (Auction results of November 27, 2017 to be passed out to Supervisors at meeting):

a. Parcel WD-207-2-1 at Patriot Way Bdr RR in the City of De Pere, informational report update – no action needed.

b. Parcel AL-31 at 1533 Riverside Drive in the Village of Allouez – High Bidder failed to Pay Discussion/Action on back-up next highest Bid \$ 100,111.00.

Motion made by Supervisor Vander Leest, seconded by Supervisor Becker to approve the sale to 4M Properties LLC – Mark Cherney for \$100,111.00. Vote taken. MOTION CARRIED UNANIMOUSLY

c. Parcel 2-934-A at 831 Fifth St. in the City of Green Bay – High Bidder failed to Pay Discussion / Action on back-up next highest Bid \$ 22,750.00.

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to approve the sale to Michael Hatch LLC for \$22,750.00. Vote taken. MOTION CARRIED UNANIMOUSLY

d. Parcel 1-1369-A at 906 Waverly Place in the City of Green Bay (Auction results of November 27, 2017 to be passed out to Supervisors at meeting)

Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to approve the sale to Andrew Loch for \$5,150.00. Vote taken. Abstain: Vander Leest. MOTION CARRIED UNANIMOUSLY

e. Parcels SU-796-3, SU-796-4, SU-796-5 at E. Deerfield Ave. in the Village of Suamico (Sealed bid results of November 27, 2017 to be passed out to Supervisors at meeting)

Treasurer Zeller informed there were no bids, this was their second attempt to sell these parcels. First attempt was through the month of October. They attempted using the online auction method. The second attempt, he switched that to a sealed bid in order to give interested parties a chance to put a development plan together. The result of that bid period was that no bids materialized. They had no monetary bid but they had a very interested party interested in purchasing these parcels, as a group of 3 together. He had contacted him right away in October on their first attempt to explain that he was in the process of communicating with the village and attempting to put a development agreement together. He came tonight to introduce himself and to express his interest in these parcels.

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to suspend the rules

to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

Shane Murphy - 10201 Woodcreek Dr., Cedarburg, WI 53012

Murphy informed that he had been following this property ever since it was on the bid list and understood some of the problems and issues that were in relation to it based on obligations that were going to be owed upon transfer of title, probably owed to the county right now. There appeared to be about \$300,000 of tiff that was in default on the transfer. He had numerous meetings with the Suamico Administrator and with the bid procedure, he didn't have any authority and it would be very hard to do a developer agreement with someone who had no ownership, so he couldn't get it set up. He had an understanding of what it would take to get it done. He felt they could work a resolution out to that. Right now, the tiff was 11 years in and it had to be fully funded at 2027, so there's 10 years left. Every year that went by and there's no increment collected, it's deeper and deeper in the hole. So the grade of the amount of the infrastructure had to be put up every year so if they could come to some kind of agreement. He talked to the administrator today and he said if they rushed through, they should be able to get it done in 60 days.

Zeller stated with the complexity of the special assessment that had not been applied to this parcel up until this week, when they received special assessment notifications from the village, which he included in their packets, the obligations that Mr. Murphy's describing had not been put on these parcels by the village in the last four years. With the complexity of the special assessments and in consultation with Corporation Counsel, they placed a closed session on the agenda to talk about what the next step should be. He asked that they hold off on any action until they had a chance to share the underlined facts of the parcels.

Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Becker, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

The committee returned to item 5 at this time.

42. **Closed Session**

- a. **Open Session:** Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into closed session pursuant to Wis. Stats. Sec. 19.85(1)(e), i.e. deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in particular, deliberating and negotiating strategy and options regarding the sale of tax deed parcels.

Motion made by Supervisor Vander Leest, seconded by Supervisor Becker to enter into closed session at approximately 7:41 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

- b. **Convene into Closed Session:** Pursuant to Wis. Stats. Sec. 19.85(1)(g), the Brown County Administration Committee shall convene into closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, as competitive or bargaining reasons require a closed session here for deliberating and negotiating strategy and options regarding the sale of tax deed parcels.
- c. **Reconvene into Open Session:** The Brown County Administration Committee shall reconvene into open session for possible voting and/or other action regarding the sale of tax deed parcels.

43. **Open Session:**
- a. **Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into closed session pursuant to Wis. Stats. Sec. 19.85(1)(g), i.e. conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, in particular, conferring with legal counsel regarding a lawsuit in which the County is a defendant.**
 - b. **Convene into Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1)(g), convene into closed session for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, in particular, conferring with legal counsel regarding a lawsuit in which the County is a defendant.**
 - c. **Reconvene into Open Session: Reconvene into open session for possible voting and/or other action regarding a lawsuit in which the County is a defendant.**

Motion made by Supervisor Vander Leest, seconded by Supervisor Becker to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

44. **Audit of bills.**

Motion made by Supervisor Vander Leest, seconded by Supervisor Becker to acknowledge the receipt of the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

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

46. **Adjourn.**

Motion made by Supervisor Vander Leest, seconded by Supervisor Becker to adjourn at approximately 8:00 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia Loehlein
Recording Secretary

**AN ORDINANCE TO AMEND SECTION 2.06 OF CHAPTER 2
OF THE BROWN COUNTY CODE OF ORDINANCES ENTITLED
“ADMINISTRATION COMMITTEE”**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 – Section 2.06 of Chapter 2 of the Brown County Code of Ordinances is hereby amended as follows:

2.06 ADMINISTRATION COMMITTEE. The Committee shall have the duty and responsibility to:

- (1) Act as the policy oversight committee for the following departments:

County Clerk
Corporation Counsel
County Treasurer
Information Technology Services
Department of Administration
Human Resources
Child Support

- (2) Act as the policy oversight committee for the Housing Authority.

~~(3) Approve or deny all requests for transfers in accordance with Section 65.90(5)(b), Wis. Stats. and transfers from the Contingent Fund when these transfers affect the policy oversight jurisdictional areas of this committee.~~

~~(3)(4)~~ Review policy matters relating to banks, bonds, the collection of delinquent taxes and the acquisition and sale of tax deeded properties and to make reports to the County Board.

~~(4)(5)~~ Review the annual executive budget with regard to the areas of policy oversight assigned to this committee and make recommendations to the County Board at the annual meeting for the Board's consideration and adoption.

~~(6) Collect, collate and disseminate information from all standing committees during their annual budget review process, with the help of the Finance Department.~~

~~(5) (7)~~ Prior to November 1 of the year preceding a year in which an election for the position of county executive is to be conducted, consider and make recommendations to the full Board on a compensation package for that office.

~~(6) (8)~~ Prior to November 1 of off numbered years, consider and make recommendations to the full Board on a compensation package for the County Board Supervisors to be elected at the succeeding spring election.

~~(7) (9)~~ Consider and make recommendations to the County Board on matters relating to County finances including resolutions for fund transfers, contracts, and land acquisition and real estate transactions which are not otherwise committed to a different standing committee.

~~(10) Engage the services of architects or engineers for making surveys and estimates of proposed work as directed by the County Board. It is the intent of this provision that, within funds budgeted to the County Board, the Committee can order architect and/or engineer~~

~~services for advice prior to the time it must authorize funding for capital improvements so that the Committee and County Board can inform itself about these proposed projects.~~

~~(8) (11)~~ To act as a finance committee and exercise the following responsibilities as such:

(a) Committee of jurisdiction for any matters relating to finances, taxes, insurance, tax titles, licenses, claims, bonds and any other related items.

(b) Review the annual executive budget with regard to the areas of policy oversight assigned to this committee and make recommendations to the County Board at the annual meeting for the Board's consideration and adoption. After adoption of the annual budget, the Committee shall have authority to make budgetary alterations as permitted by Section 65.90 (5)(b), Wis. Stats., provided they do not exceed 10% of the overall budget for that department.

~~(c)~~ Recommend to the County Board all requests for transfers of funds from the General Fund.

~~(d)~~ Approve all insurance policies including health, dental, life, worker's compensation, fire and liability.

~~(e)~~ Examine all invoices filed against the County by each department responsible to the Administration Committee and other invoices not examined by any other committee, board or commission and report to the County Board at each meeting.

(e) ~~(f)~~ Examine all claims filed against the County except dog damage claims and recommend their allowance or disallowance that have not been assigned to another committee or designee.

~~(g)~~ Shall give prior approval on all grants pursuant to Section 3.12 of the Brown County Code.

~~(f)~~ ~~(h)~~ Approve all requests for transfer of monies from the Contingent Fund, and General Fund.

~~(i)~~ Recommend to the County Board all requests for establishing petty cash funds

Section 2 – This ordinance shall become effective upon passage and publication.

Respectfully submitted,

ADMINISTRATION COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by: Department of Administration

Final Draft Approved by Corporation Counsel

Fiscal Impact: This ordinance does not require an appropriation from the General Fund.

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
SIEBER	1			
DE WANE	2			
NICHOLSON	3			
HOYER	4			
GRUSZYNSKI	5			
LEFEBVRE	6			
ERICKSON	7			
ZIMA	8			
EVANS	9			
VANDER LEEST	10			
BUCKLEY	11			
LANDWEHR	12			
DANTINNE, JR	13			

SUPERVISOR	DIST. #	AYES	NAYS	ABSTAIN
BRUSKY	14			
BALLARD	15			
KASTER	16			
VAN DYCK	17			
LINSSEN	18			
KNEISZEL	19			
CLANCY	20			
CAMPBELL	21			
MOYNIHAN, JR	22			
BLOM	23			
SCHADEWALD	24			
LUND	25			
BECKER	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____



202 W. Front Street – PO Box 113
 Mount Horeb, WI 53572
 608-437-2001
 Sellers Permit/Tax ID: 456-1028844448-04
 FEIN: 39-1982769

Invoice

#171030-53872-115
 11/21/2017

Four M Properties LLC
 Mark Chemey
 1775 Velp Avenue
 Green Bay WI 54303

Phone: 920-593-8337
 920-265-0320
 Fax: 920-593-8339
 Email: mark.chemey@real4living.com

--PAYMENT DEADLINE: 5pm on November 9, 2017 (or) 7 Days after seller confirmation. -- You will lose your bidding number if not paid on time --

Online Auction #17775-115 - Brown County, Wisconsin - Tax Delinquent Real Estate - You are a winning bidder, Please contact Wisconsin Surplus prior to the above payment deadline to make payment arrangements.

- Payment Methods:**
 - Send guaranteed checks to Wisconsin Surplus, PO Box 113, Mount Horeb WI 53572.
 - Wire Transfer Directions available upon request.
 - Pay at our Office in Mount Horeb Via Cash, Guaranteed Check or Money Order
 - Credit card, PayPal Personal & Business Checks are NOT acceptable forms of payment - no exceptions
- General Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-6341
- Deed Transfer Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-6341
- Deed Transfer:** You must notify Brown County Treasurer's Office in writing (Fax, Email, Mail) as to who will be the owner of record for the property - So Brown County Treasurer's Office can have the deed drafted properly. Please contact Brown County Treasurer's Office with any questions related to the deed transfer.
- Note:** Once payment is received Wisconsin Surplus will notify Buyer and Seller. After payment notification buyer is to contact Brown County Treasurer's Office and relay to him/her in written form any and all required deed transfer information. At which point all required information is received by Brown County Treasurer's Office he/she will begin the deed transfer process.

Bidder	Item	Qty	Description	Tax	Amount
53672	AL31	1	Commercial Property w/Buildings and Billboard at 1533 Riverside Dr, Green Bay, WI 54301 - Address: <u>1533 Riverside Dr, Green Bay, WI 54301</u> - County Map: <u>Brown County GIS Mapping</u> - County Land Records: <u>Brown County Land Records Search</u> - Municipality: Village of Allouez - Parcel ID: AL-31 - Additional Documents: - <u>Real Estate Evaluation Report</u> - Opening Bid: 67000 - Acres: 17,652 +/- SQ FT - Lot Dimensions: Irregular - Zoning: B-Mercantile – Contact county and local zoning agencies for exact zoning, regulations and allowed uses. Bidders are warned not to assume you can build, change use or continue current use without researching with zoning agencies first. Property is sold in it's current state and use any future uses are not implied or guaranteed. - Type of Access to Property: Off Public Roadway - School District: Green Bay - Structures On Property: Yes - Several - 1, Single Story Office type structure – 2, Free Standing Wood Storage Shed – 3, 3-Sided Covered open ended Storage Shed – 4, Un-attached Garage in state of disrepair – A Billboard Lease is CURRENTLY in place and continues with the transfer of ownership until expiration in September 2018. Lease terms with Lamar are undisclosed. This Real Property is sold "AS IS" and Brown County makes no representations or warranty regarding such. Neighborhood Description: Subject property is located just south of the City limits of Green Bay in the Village of Allouez, Brown County. Market area consists of various types of commercial and Light Industrial property along Riverside Dr, and along the banks of the Fox River to the west as well as residential property to the north and northeast. Subject Description: Subject consists of an older one story, 1,315 sq. ft. office built in 1930 and two detached garages measuring 28x32 and 16x24. Interior of the office is dated and in average condition featuring 2-3 offices, restroom, and utility room. - Property Vacant: Yes - Property Clear of previous owner's personal property: No - Buyer is responsible for removal and cleanup of any and all remaining debris and personal property. - Legal Description: THAT PRT OF PC 11 ESFR DESC AS LOT 1 IN 8 CSM 353 EX RD IN J12971-08 - Title Type: Conveyance shall be by quit claim deed. A quit claim deed passes any title, interest or claim which the grantor may have in the real estate, but does not profess that such title is valid, nor contains any warranty or guaranty of title. Purchaser shall be the grantee. No abstract of title, title insurance, or survey will be provided by brown county to purchaser. - Deed Transfer Fee: 30 - Title Transfer Terms: Deed will be issued upon payment in full (High Bid, Buyers Fee, Deed Transfer Fee). - Clear Title: No abstract, title insurance, or survey will be provided by the seller. The winning bidder is responsible for recording fees, taxes, special assessments and special charges etc., if any – as provided in Wis Stat. 75.521(8), (Wisconsin Statutes 2009-2010). Bidders are encouraged to research title. - Estimated Yearly Taxes: \$3,000 – Buyer responsible for 2017 Real Estate Taxes and all future real estate taxes. - Defects: All Property sold by Brown County is sold 'As Is'. No exceptions. - Overall Condition: Property is being sold "As Is". It is the bidder's responsibility to determine condition and any defects. Bidders are strongly encouraged to make personally inspection prior to bidding. Property is subject to all easements, right-of-way, and restrictions of record, if any. Brown County makes no representation or guarantee with respect to the use, condition, title, access or occupancy of the property. (Caution: Properties may be occupied and you may not be granted access by occupants). Brown County does not warranty or	0.06	100111.00

416

guarantee the accuracy of any information contained within this auction concerning the subject real estate. Brown county makes no representations as to zoning and planning laws or regulations, land use, dimensions or actual legal boundaries of the land, access to the land, topography of the land, drainage patterns of the land and neighboring properties, wetlands on the property, floodplain areas, soil type or quality, water supply or quality, or other natural or man-made features or characteristics of the real estate. Brown county makes no representations as to the availability of community services such as sewage disposal, waste disposal, electricity, natural gas/fuel oil/propane gas, road maintenance, snow plowing, police protection, fire protection, or other services or conveniences. Brown county will not undertake the responsibility for inspection, replacement, repair, remediation and/or clean-up of wells, septic systems, holding tanks, mound systems, structures, environmental hazards or pollution, or hazardous waste or materials located over, beneath, in or on the real estate. This real estate is sold "as is", and the buyer must trust to her/his own inspection.
- County Contact: Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301, Fax: (920) 448-6341
- Click on Photo or Item # for full Details

Bid total:	100111.00
Premium:	8006.66
Sub-total:	108117.66
Total:	108117.66
Balance Due:	108117.66

53672-
1RB

Final Winning bid must get Administration Committee approval on Nov. 1, 2017. Seller has the right to reject or accept.: on

WISCONSIN SURPLUS ONLINE AUCTION

202 W. Front Street – PO Box 113
 Mount Horeb, WI 53572
 608-437-2001
 Sellers Permi/Tax ID: 456-1028844448-04
 FEIN: 39-1982769

Invoice

#171030-80829-115
 11/21/2017

Hatch Properties LLC
 Michael Hatch
 PO Box 13532
 Green Bay Wisconsin 54307

Phone: 920-857-8239
 Email: hatchpropertiesllc@gmail.com

--PAYMENT DEADLINE: 5pm on November 9, 2017 (or) 7 Days after seller confirmation. -- You will lose your bidding number if not paid on time --

Online Auction #17775-115 - Brown County, Wisconsin - Tax Delinquent Real Estate - You are a winning bidder. Please contact Wisconsin Surplus prior to the above payment deadline to make payment arrangements.

- Payment Methods:**
 - Send guaranteed checks to Wisconsin Surplus, PO Box 113, Mount Horeb WI 53572.
 - Wire Transfer Directions available upon request.
 - Pay at our Office in Mount Horeb Via Cash, Guaranteed Check or Money Order
 - Credit card, PayPal, Personal & Business Checks are NOT acceptable forms of payment - no exceptions
- General Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-8341
- Deed Transfer Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-8341
- Deed Transfer:** You must notify Brown County Treasurer's Office in writing (Fax, Email, Mail) as to who will be the owner of record for the property - So Brown County Treasurer's Office can have the deed drafted properly. Please contact Brown County Treasurer's Office with any questions related to the deed transfer.
- Note:** Once payment is received Wisconsin Surplus will notify Buyer and Seller. After payment notification buyer is to contact Brown County Treasurer's Office and relay to him/her in written form any and all required deed transfer information. At which point all required information is received by Brown County Treasurer's Office he/she will begin the deed transfer process.

Bidder	Item	Qty	Description	Tax	Amount
80829	2934A	1	<p>Single Family Home at 831 5th St, Green Bay, WI 54304 - Address: <u>831 5th St, Green Bay, WI 54304</u> - County Map: <u>Brown County GIS Mapping</u> - County Land Records: <u>Brown County Land Records Search</u> - Municipality: City of Green Bay - Parcel ID: 2-934-A - Additional Documents: - <u>Real Estate Evaluation Report</u> - Opening Bid: 15000 - Acres: 0.064 +/- - Lot Dimensions: Approx. 60' x 48' - Zoning: A-Residential – Contact county and local zoning agencies for exact zoning, regulations and allowed uses. Bidders are warned not to assume you can build, change use or continue current use without researching with zoning agencies first. Property is sold in it's current state and use any future uses are not implied or guaranteed. - Type of Access to Property: Off Public Roadway - School District: Green Bay - Structures On Property: Yes - Single Family Home – Mature residential neighborhood on the City of Green Bay's near west side that features single family homes and rental property. Tank School and Park is located across the street from the subject. Data Sources Used: MLS, Inspection, Assessor and/or Assessordata.com and Tax Records. Square Feet: 872 – Condition: Interior is in poor and neglected condition! – Market Conditions: Stable – Age: 1933 – Garage: None – Bdms: 2 Design: One Story? – Outblgds: None Observed. This Real Property is sold "AS IS" and Brown County makes no representations or warranty regarding such. - Property Vacant: Yes - Property Clear of previous owner's personal property: No - Buyer is responsible for removal and cleanup of any and all remaining debris and personal property. - Legal Description: FREYTAGS ADDN E 1/2 OF LOT 6 BLK 88 - Title Type: Conveyance shall be by quit claim deed. A quit claim deed passes any title, interest or claim which the grantor may have in the real estate, but does not profess that such title is valid, nor contains any warranty or guaranty of title. Purchaser shall be the grantee. No abstract of title, title insurance, or survey will be provided by brown county to purchaser. - Deed Transfer Fee: 30 - Title Transfer Terms: Deed will be issued upon payment in full (High Bid, Buyers Fee, Deed Transfer Fee). - Clear Title: No abstract, title insurance, or survey will be provided by the seller. The winning bidder is responsible for recording fees, taxes, special assessments and special charges etc., if any – as provided in Wis Stat. 75.521(8), (Wisconsin Statutes 2009-2010). Bidders are encouraged to research title. - Estimated Yearly Taxes: \$1,290 – Buyer responsible for 2017 Real Estate Taxes and all future real estate taxes. - Defects: All Property sold by Brown County is sold 'As Is'. No exceptions. - Overall Condition: Property is being sold "As Is". It is the bidder's responsibility to determine condition and any defects. Bidders are strongly encouraged to make personally inspection prior to bidding. Property is subject to all easements, right-of-way, and restrictions of record, if any. Brown County makes no representation or guarantee with respect to the use, condition, title, access or occupancy of the property. (Caution: Properties may be occupied and you may not be granted access by occupants). Brown County does not warranty or guarantee the accuracy of any information contained within this auction concerning the subject real estate. Brown county makes no representations as to zoning and planning laws or regulations, land use, dimensions or actual legal boundaries of the land, access to the land, topography of the land, drainage patterns of the land and neighboring properties, wetlands on the property, floodplain areas, soil type or quality, water supply or quality, or other natural or man-made features or characteristics of the real estate. Brown county makes no</p>	0.09	22750.00

41c

representations as to the availability of community services such as sewage disposal, waste disposal, electricity, natural gas/fuel oil/propane gas, road maintenance, snow plowing, police protection, fire protection, or other services or conveniences. Brown county will not undertake the responsibility for inspection, replacement, repair, remediation and/or clean-up of wells, septic systems, holding tanks, mound systems, structures, environmental hazards or pollution, or hazardous waste or materials located over, beneath, in or on the real estate. This real estate is sold "as is", and the buyer must trust to her/his own inspection.
- County Contact: Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-8341
- Click on Photo or Item # for full Details

Bid total:	22750.00
Premium:	2047.50
Sub-total:	24797.50
Total:	24797.50
Balance Due:	24797.50

80629-
1RB

Final Winning bid must get Administration Committee approval on Nov. 1, 2017. Seller has the right to reject or accept. on

41c



202 W. Front Street – PO Box 113
 Mount Horeb, WI 53572
 608-437-2001
 Sellers Permit/Tax ID: 456-1028844448-04
 FEIN: 39-1882769

Invoice
 #171127-70317-13
 11/27/2017

Andrew Loch
 1331 Delray Drive
 Green Bay Wisconsin 54304

Phone: 920 983 4057
 920 655 7810
 Email: josephjohannah@gmail.com

--PAYMENT DEADLINE: 5pm on December 5, 2017 or 7 days after seller confirmation. -- You will lose your bidding number if not paid on time --

Online Auction #171020B-13 - Brown County, Wisconsin - Tax Delinquent Real Estate - You are a winning bidder. Please contact Wisconsin Surplus prior to the above payment deadline to make payment arrangements.

- Payment Methods:**
 - Send guaranteed checks to Wisconsin Surplus, PO Box 113, Mount Horeb WI 53572.
 - Wire Transfer Directions available upon request.
 - Pay at our Office in Mount Horeb Via Cash, Guaranteed Check or Money Order
 - Credit card, PayPal, Personal & Business Checks are NOT acceptable forms of payment - no exceptions
- General Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-6341
- Deed Transfer Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-6341
- Deed Transfer:** You must notify Brown County Treasurer's Office in writing (Fax, Email, Mail) as to who will be the owner of record for the property - So Brown County Treasurer's Office can have the deed drafted properly. Please contact Brown County Treasurer's Office with any questions related to the deed transfer.
- Note:** Once payment is received Wisconsin Surplus will notify Buyer and Seller. After payment notification buyer is to contact Brown County Treasurer's Office and relay to him/her in written form any and all required deed transfer information. At which point all required information is received by Brown County Treasurer's Office he/she will begin the deed transfer process.

Bidder	Item	Qty	Description	Tax Amount
70317	11369A	1	<p>Vacant 0.152 +/- Acre Lot at 906 Waverly Pl, Green Bay, WI 54304 - Address: <u>906 Waverly Pl, Green Bay, WI 54304</u> - County Map: <u>Brown County GIS Mapping</u> - County Land Records: <u>Brown County Land Records Search</u> - Municipality: City of Green Bay - Parcel ID: 1-1369-A - Additional Documents: - <u>Real Estate Evaluation Report</u> - Opening Bid: \$100.00 - Acres: 0.152 +/- - Lot Dimensions: Approx. 55' x 120' - Zoning: A-Residential – Contact county and local zoning agencies for exact zoning, regulations and allowed uses. Bidders are warned not to assume you can build, change use or continue current use without researching with zoning agencies first. Property is sold in it's current state and use any future uses are not implied or guaranteed. - Type of Access to Property: Off Public Roadway - School District: Green Bay - Structures On Property: None - Vacant Residential Lot, Neighborhood Description: Subject parcel is located in a mature residential neighborhood on the City of Green Bay's near southwest side. Market area consists of mainly single family homes with a mix of surrounding rental property. This Real Property is sold "AS IS" and Brown County makes no representations or warranty regarding such. Bidders are able to view property from street without trespassing on property due to liability issues - Property Vacant: Yes - Property Clear of previous owner's personal property: Buyer is responsible for removal and cleanup of any and all remaining debris and personal property, if any. - Legal Description: HIGHLAND PARK 2ND ADD THAT PRT OF LOT 44 DES IN 278 D 76 BCR - Title Type: Conveyance shall be by quit claim deed. A quit claim deed passes any title, interest or claim which the grantor may have in the real estate, but does not profess that such title is valid, nor contains any warranty or guaranty of title. Purchaser shall be the grantee. No abstract of title, title insurance, or survey will be provided by brown county to purchaser. - Deed Transfer Fee: 30 - Title Transfer Terms: Deed will be issued upon payment in full (High Bid, Buyers Fee, Deed Transfer Fee). - Clear Title: No abstract, title insurance, or survey will be provided by the seller. The winning bidder is responsible for recording fees, taxes, special assessments and special charges etc., if any – as provided in Wis Stat. 75.521(8), (Wisconsin Statutes 2009-2010). Bidders are encouraged to research title. - Estimated Yearly Taxes: \$360 – Buyer responsible for 2017 Real Estate Taxes and all future real estate taxes. - Defects: All Property sold by Brown County is sold 'As Is'. No exceptions. - Overall Condition: Property is being sold "As Is". It is the bidder's responsibility to determine condition and any defects. Bidders are strongly encouraged to make personally inspection prior to bidding. Property is subject to all easements, right-of-way, and restrictions of record, if any. Brown County makes no representation or guarantee with respect to the use, condition, title, access or occupancy of the property. (Caution: Properties may be occupied and you may not be granted access by occupants). Brown County does not warranty or guarantee the accuracy of any information contained within this auction concerning the subject real estate. Brown county makes no representations as to zoning and planning laws or regulations, land use, dimensions or actual legal boundaries of the land, access to the land, topography of the land, drainage patterns of the land and neighboring properties, wetlands on the property, floodplain areas, soil type or quality, water supply or quality, or other natural or man-made features or characteristics of the real estate. Brown county makes no representations as to the availability of community services such as sewage disposal, waste disposal, electricity, natural gas/fuel</p>	0.10 5150.00

41d

oil/propane gas, road maintenance, snow plowing, police protection, fire protection, or other services or conveniences. Brown county will not undertake the responsibility for inspection, replacement, repair, remediation and/or clean-up of wells, septic systems, holding tanks, mound systems, structures, environmental hazards or pollution, or hazardous waste or materials located over, beneath, in or on the real estate. This real estate is sold "as is", and the buyer must trust to her/his own inspection.
- County Contact: Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-6341
- Click on Photo or Item # for full Details

Bid total:	5150.00
Premium:	515.00
Sub-total:	5665.00
Total:	5665.00
Balance Due:	5665.00

70317-
1RB

Final Winning bid must get Administration Committee approval. Seller has the right to reject or accept. on