

**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 Thursday, December 2, 2021 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay.

Present: Supervisor Schadewald, Supervisor Murphy, Supervisor Vander Leest, Supervisor Peters, Supervisor Hopkins

Also Present: Corporation Counsel David Hemery, Director of Administration Chad Weininger, County Clerk Patrick Moynihan, Jr., BCCAN Chief Operating Officer August Neverman, IT Director Kirsten Holland, Treasurer Paul Zeller, Child Support Administrator Maria Lasecki

I. Call to Order.

The meeting was called to order by Chair Schadewald at 5:30 p.m.

II. Approve/Modify Agenda.

The agenda was modified to take Items 21 & 22 before Comments from the Public.

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

III. Approve/Modify Minutes of October 7 and Special October 27, 2021.

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

Comments from the Public

1. Review minutes of:

- a. Rural Broadband Subcommittee of November 15, 2021.

Motion made by Supervisor Murphy, seconded by Supervisor Hopkins to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

2. Communication from Supervisor Peters re: Please review the disabled parking spaces at the Resch Expo and Resch Center. How are the number of handicap parking spaces determined for a facility? Where are they located relative to the access points of the building? *Referred from Ed & Rec: To Approve and refer to Administration Committee to use \$200 dollars of contingency funds for handicap parking signs.*

Motion made by Supervisor Peters, seconded by Supervisor Murphy to approve \$200 dollars of 2021 contingency funds for handicap parking signs. Vote taken. MOTION CARRIED UNANIMOUSLY

Legal Bills

3. Review and Possible Action on Legal Bills to be paid.

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

Budget Adjustment Request

4. Budget Adjustment Request (21-095): Any increase in expenses with an offsetting increase in revenue.

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

Resolutions & Ordinances

5. Resolution Regarding Table of Organization Change for the Health & Human Services Department – Community Services Division – Behavioral Health Specialist.

Motion made by Supervisor Murphy, seconded by Supervisor Peters to suspend the rules to take Items 5 – 8 together and approve those items. Vote taken. **MOTION CARRIED UNANIMOUSLY**

6. Resolution Regarding Table of Organization Change for the Public Safety Communications Department – Telecommunication Operators.

See action at Item 5 above.

7. Resolution Regarding Table of Organization Change for the Sheriff's Department – Patrol Officers.

See action at Item 5 above.

8. Resolution Regarding Table of Organization Change for the UW-Extension Department – LTE Strong Bodies Instructor.

See action at Item 5 above.

Information Technology

9. Resolution Regarding Table of Organization Change for the Information Technology Department – Server and LTE Positions.

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

10. Director's Report.

Motion made by Supervisor Murphy, seconded by Supervisor Hopkins to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

BCCAN

11. Director's Report.

Motion made by Supervisor Peters, seconded by Supervisor Murphy to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Child Support

12. Budget Status Financial Report for October 2021 - Unaudited.

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

13. Director's Report.

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

Treasurer

14. Budget Status Financial Report for October 2021 - Unaudited.

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

15. Discussion/Action on the sale of the following tax deed parcel from the GovDeals.com Online Auction ending 11-22-2021:

<u>Parcel #</u>	<u>Address</u>	<u>Municipality</u>	<u>Min. Starting Bid</u>	<u>High Auction Bid \$</u>
2-161-C	515 Third St.	City of Green Bay	\$ 60,000	\$ 67,000

High Bidder: Jason Mills – Jason.mills@exprealty.com – (920) 562-2498

Motion made by Supervisor Vander Leest, seconded by Supervisor Hopkins to accept the high bid of \$67,000 for Parcel 2-161-C, 515 Third St, City of Green Bay from Jason Mills, subject to the following Proposed Condition of Sale: a. Buyer is responsible for entirety of full 2021 Property Taxes; b. Buyer to pay any delinquent water & sewer utility bills presented; c. Buyer to pay any outstanding special assessments and/or special charges; d. Conveyance to be via Quit Claim Deed. Vote taken.

MOTION CARRIED UNANIMOUSLY

16. Treasurer's Report.

No report; no action taken.

County Clerk

17. Budget Status Financial Report for October 2021 – Unaudited.

Motion made by Supervisor Murphy, seconded by Supervisor Peters to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

18. Clerk Report.

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

Administration and Human Resources

19. Budget Adjustment Log.

Motion made by Supervisor Peters, seconded by Supervisor Murphy to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

20. Director's Reports.

No report; no action taken.

Corporation Counsel

21. Oral Report.

No report; no action taken.

Closed Session

22. Sheriff's Office Non-Supervisory Labor Union Contract (Discussion and Possible Action).

a. **Open Session**: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding the Brown County Administration Committee going into Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(e), for purposes of 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;

Motion made by Supervisor Murphy, seconded by Supervisor Peters to enter into closed session. Roll Call Vote taken. **MOTION CARRIED UNANIMOUSLY**

b. **Convene into Closed Session**: Pursuant to Wis. Stats. Sec. 19.85(1), the Brown County Administration Committee shall convene into Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(e), for purposes of 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; and

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

- c. **Reconvene into Open Session:** The Brown County Administration Committee shall reconvene into Open Session for possible other action regarding the Sheriff's Office Non-Supervisory Labor Union Contract.

No action taken.

Other

- 23. Audit of bills.**

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

- 24. Such other matters as authorized by law.**

- 25. Adjourn.**

Motion made by Supervisor Murphy, seconded by Supervisor Hopkins to adjourn at 6:13 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia Loehlein
Legislative Specialist