**Minutes of the Meeting of the Finance Committee Held**

**On Tuesday, February 3, 2015 Pursuant to Notice Duly Given**

1. Meeting called to order at 5:00 p.m. by Vice-Chair Groll
2. Roll Call: Darrell Anderson, Connie Bickel, Robert Le Breck and Sheri Groll

Excused: Roger Reed

Also Present: Alderpersons Zahn, Feldt and Stiloski, Attorney Evans, Mayor Bostedt, Sara Perrizo, Administrator Perrizo as Recording Secretary and other interested parties

1. Approval of Agenda

**Moved by Anderson, seconded by Bickel to approve the agenda. M/C**

1. Approval of Minutes from the 01/13/15 meeting.

**Moved by Anderson, seconded by Bickel to approve the minutes as typed.**

**Motion carried upon verbal voice vote. 4 ayes**

1. Correspondence/Public Appearances

None.

1. Discussion/Recommendation on:
	1. Accounts Payable for the Month of December 2014 in the Amount of $130,482.84, Payroll for the Month of January 2015 in the Amount of $114,715.05 and Other Financial Reports as Presented

Several questions were asked about individual invoices. Mayor Bostedt informed the Committee that the County is considering expanding the width of Doran Avenue in the future.

**Moved by Le Breck, seconded by Bickel to approve the accounts payable for the month of December 2014 in the amount of $130,482.84, payroll for the month of January 2015 in the amount of $114,715.05 and other financial reports as presented.**

**Motion carried upon verbal voice vote. 4 ayes**

* 1. Request from NEWCAP, Inc. for Tax Adjustment on Property Located at 222 Pecor Street

Paul Mogged was present representing Newcap for this item. Perrizo explained that if this item is approved, she can file claims with the State, County, School and NWTC to be reimbursed for their portion of the taxes.

Mogged believes that he filed a tax exemption form for this property, but R&R Assessing did not have it in their file. He was surprised to receive a tax bill for this property. The first client moved into this facility in May of 2013 and per State Statute, once the property is used for the purpose intended under the organization’s tax exempt status, the property becomes tax exempt.

Le Breck asked if Newcap can sell properties that they own. Mogged explained that depends on the funding source and program restrictions.

Bickel asked if someone is staying at this property now. Mogged replied that the last tenant moved out around Christmas of 2014. As of next week, the Rainbow House will be able to use the upper unit for emergency situations. The downstairs unit is for homeless people. Anderson asked if Newcap is bringing homeless people here to fill the unit. Mogged doesn’t know the answer to that. He reiterated that this property is being used in the same manner as every other tax exempt property that Newcap owns.

Evans commented that it appears as though the tax should be zero for 2014, but whoever prepared the assessment did not have the proper paperwork. Groll commented that we know now how the property is utilized.

**Moved by Groll, seconded by Le Breck to approve the request for tax adjustment from Newcap, Inc. for the property located at 222 Pecor Street in the amount of $1,863.55**

**Motion carried upon verbal voice vote. 3 ayes, 1 nay (Anderson)**

* 1. Request from RJT of Green Bay, LLC for Tax Adjustment on Property Located at 900 Main Street

Perrizo explained that this is the location of the Log Jam. There was a fire there in December of 2013, but R&R Assessing wasn’t aware of that and fully assessed the property for 2014. Mayor Bostedt commented that this company invested in and repaired the building.

**Moved by Le Breck, seconded by Anderson to approve the request from RJT of Green Bay, LLC for tax adjustment on property located at 900 Main Street in the amount of $1,108.81.**

**Motion carried upon verbal voice vote. 4 ayes**

* 1. Vice-Chair Groll stated that the Committee may vote at approximately 5:33 p.m. to convene into Closed Session pursuant to notice duly given and as allowed by Wis. Stats. 19.85(1) (c) for discussion on personnel matters.
		1. New Police Chief Compensation

**Moved by Le Breck, seconded by Bickel to enter into closed session at 5:33 p.m.**

**Motion carried upon verbal roll call vote. 4 ayes**

Also present in closed session: Alderpersons Stiloski, Zahn and Feldt, Mayor Bostedt, Administrator Perrizo, Attorney Evans

* 1. **Moved by Le Breck, seconded by Anderson to return to open session at 5:59 p.m.**

**Motion carried upon verbal voice vote. 4 ayes**

* 1. Approval to Set Wages for New Police Chief at $68,000 with the Chief Paying the Full Employee Contribution to Wisconsin Retirement

No motion.

1. **Moved by Le Breck, seconded by Bickel to adjourn.**

**Motion carried upon verbal voice vote. 4 ayes**

**Meeting adjourned at 6:00 p.m.**

Respectfully Submitted:

 Sara J. Perrizo, CPA

 Administrator