

AGENDA

Eau Claire County
Committee on Finance and Budget
Thursday, January 21, 2016 / 5 pm

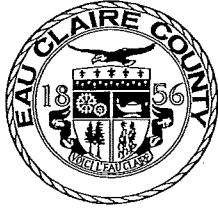
721 Oxford Avenue
Eau Claire County Courthouse – Room 1273
Eau Claire, WI 54703

1. Call Meeting to Order
2. Approval of Taking Tax Deed Property Having Delinquent Special Assessments / Discussion – Action **(pg. 2-5)**
3. Proposed Resolution (File #15-16/121) “Awarding Bid for Sale of Tax Deed Property to Orvin & Pamela Bystol for the Sum of \$5,000; Directing Corporation Counsel to Prepare Quit Claim Deed on the Described Property; Directing the County Clerk to Execute Said Quit Claim Deed on Behalf of Eau Claire County” / Discussion – Action **(pg. 6-8)**
4. Proposed Resolution (File #15-16/122) “Disallowing the Claim of Steven J. Durham Filed on December 29, 2015 Against Eau Claire County; Directing the County Clerk to Notify the Claimant of Said Disallowance” / Discussion – Action **(pg. 9-10)**
5. Review 2014 Auditor Management Letter / Discussion – Action
6. Internal Controls Assessments - Clifton Larsen Allen / Discussion
7. Review Contents - County Fiscal Policies / Discussion – Action
8. Highway Equipment Financing Options / Discussion – Action
9. 2016 Budget Wrap Up / Discussion
10. Preliminary review of 2015 fiscal year.
11. Line Item Transfer Requests / Discussion - Action
12. Update on County Sales Tax Report / Discussion
13. County Board Chair Vouchers (if any) / Discussion - Action
14. Future Agenda Items / Set Next Meeting (February 11, 2016)
15. Review/Approval of Committee Minutes (December 10, 2015) **(pg. 11-13)**
16. Adjourn

Post: January 18, 2016

Copy: media, Committee members, Kathryn Schauf, Scott Rasmussen

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County Of Eau Claire
OFFICE OF COUNTY CLERK
 Courthouse
 721 Oxford Avenue
 Eau Claire, Wisconsin 54703
 Phone (715) 839-4803



To: Finance and Budget Committee
 From: Sue McDonald, Tax Deed Clerk
 Date: January 2016

Re: Approval of Taking Tax Deed Property Having Delinquent Special Assessments

- Per county Code, 4.20.020, "The county clerk or designee shall take all necessary steps preparatory to the issuance of tax deeds on all property on which Eau Claire county holds delinquent tax sales certificates which are eligible for and subject to the taking of tax deeds, except such property as is also subject to a lien or liens for special assessments of more than \$250 in which case the taking of tax deeds on such property subject to special assessment liens shall be subject to specific authorization from the committee on finance and budget, which is hereby authorized to direct the taking of tax deeds on any property on which there exists liens for special assessments."

The following parcel has delinquent special assessments in excess of \$250.

COMPUTER #221-14-0147

Lot 1, Block 6, Keith Bros. and Anderson's 2nd Addition to the City of Eau Claire, Eau Claire County, Wisconsin.

Computer #221-14-0147, City of Eau Claire
Address: 703 Gilbert St. Eau Claire, WI
Owner: Jessica Whiteside
Land Value: \$15,200
Imp. Value: \$84,500
Total Value: \$99,700
E.F.M.V.: \$103,100

	Tax Due before Pen/Int	Breakdown of Tax Due					MFL	Interest	Penalty	balance due:	
		RE	SA	SC	DU						
2015	3,096.26	2,012.74	304.33	305.14	474.05	0.00	0.00	0.00	3,096.26	Active	
2014	2,761.02	2,018.04	0.00	104.79	638.19	0.00	331.32	165.66	3,258.00	Delinquent	
2013	2,625.99	2,024.40	0.00	0.00	601.59	0.00	630.24	315.12	3,571.35	Delinquent	
2012	2,456.65	2,076.11	0.00	0.00	380.54	0.00	884.39	442.20	3,783.24	Delinquent	
2011	1,727.65	1,727.65	0.00	0.00	0.00	0.00	829.27	414.64	2,971.56	Delinquent	
	<u>12,667.57</u>	<u>9,858.94</u>	<u>304.33</u>	<u>409.93</u>	<u>2,094.37</u>	<u>0.00</u>	<u>2,675.22</u>	<u>1,337.62</u>	<u>16,680.41</u>	*	

COMPUTER #221-04-0241

Lot 10, Block 16, Daniel Shaw Lumber Company's Addition, City of Eau Claire, Eau Claire County, Wisconsin.

Computer #221-04-0241, City of Eau Claire

Address: 305 Minnesota Street, Eau Claire, WI

Owner: Che Nunnery

Land Value: \$12,900

Imp. Value: \$104,600

Total Value: \$117,500

E.F.M.V.: \$121,500

	Tax Due before Pen/Int	-----Breakdown of Tax Due-----					Interest	Penalty	balance due:	
		RE	SA	SC	DU	MFL				
2015	3,028.03	2,400.61	0.00	0.00	627.42	0.00	0.00	0.00	3,028.03	Active
2014	2,922.62	2,409.14	0.00	0.00	513.48	0.00	350.71	175.36	3,448.69	Delinquent
2013	2,725.55	2,415.39	0.00	0.00	310.16	0.00	654.13	327.07	3,706.75	Delinquent
2012	2,705.13	2,489.16	0.00	0.00	215.97	0.00	973.85	486.92	4,165.90	Delinquent
2011	2,857.53	2,517.36	0.00	0.00	340.17	0.00	1,371.61	685.81	4,914.95	Delinquent
	<u>14,238.86</u>	<u>12,231.66</u>	<u>0.00</u>	<u>0.00</u>	<u>2,007.20</u>	<u>0.00</u>	<u>3,350.30</u>	<u>1,675.16</u>	<u>19,264.32</u>	*

COMPUTER #126-1039-02-000

The Southwest 50 feet of Lot 11 & 12 of Block A and the Southwest 60 feet of Lots 13 & 14 of Block A, all in Railway Addition to Village of Fairchild, Wisconsin, Eau Claire County.

Computer #126-1039-02-000, Village of Fairchild

Address: 231, 233 and 235 N. Front Street, Fairchild, WI

Owner: George Mann

Land Value: \$3,700

Imp. Value: \$32,000

Total Value: \$35,700

E.F.M.V.: \$33,200

	Tax Due before Pen/Int	-----Breakdown of Tax Due-----					Interest	Penalty	balance due:	
		RE	SA	SC	DU	MFL				
2015	644.75	644.75	0.00	0.00	0.00	0.00	0.00	0.00	644.75	Active
2014	1,593.12	1,593.12	0.00	0.00	0.00	0.00	191.17	95.59	1,879.88	Delinquent
2013	2,750.75	1,604.46	0.00	0.00	1,146.29	0.00	660.18	330.09	3,741.02	Delinquent
2012	1,559.90	1,559.90	0.00	0.00	0.00	0.00	561.56	280.78	2,402.24	Delinquent
2011	2,737.48	1,534.40	0.00	0.00	1,203.08	0.00	1,313.99	657.00	4,708.47	Delinquent
	<u>9,286.00</u>	<u>6,936.63</u>	<u>0.00</u>	<u>0.00</u>	<u>2,349.37</u>	<u>0.00</u>	<u>2,726.90</u>	<u>1,363.46</u>	<u>13,376.36</u>	*

COMPUTER #221-10-1433

Unit 3 in Building A, Crestview Condominium Homes, being a condominium created under the Condominium Ownership Act of the State of Wisconsin by a "Declaration of Condominium for Crestview Condominium" recorded the 13th day of May, 1980 in the office

of the Register of Deeds for Eau Claire County, Wisconsin, in Volume 1 of Condominium Plats, pages 28-43, as Document No. 478776, including an undivided interest in the common areas associated therewith.

Computer #221-10-1433, City of Eau Claire
Address: 2731 Morningside Dr., Eau Claire, WI 54703
Owner: Chad & Princess Christopherson
Land Value: \$11,000
Imp. Value: \$65,000
Total Value: \$76,000
E.F.M.V.: \$78,600

	Tax Due before Pen/Int	-----Breakdown of Tax Due-----					Interest	Penalty	balance due:	
		RE	SA	SC	DU	MFL				
2015	2,185.10	1,496.33	0.00	0.00	688.77	0.00	0.00	0.00	2,185.10	Active
2014	2,071.19	1,497.32	0.00	0.00	573.87	0.00	248.54	124.27	2,444.00	Delinquent
2013	2,088.52	1,503.79	0.00	0.00	584.73	0.00	501.24	250.62	2,840.38	Delinquent
2012	2,406.57	1,837.88	0.00	0.00	568.69	0.00	866.37	433.18	3,706.12	Delinquent
2011	2,394.53	1,858.87	0.00	0.00	535.66	0.00	1,149.37	574.69	4,118.59	Delinquent
	<u>11,145.91</u>	<u>8,194.19</u>	<u>0.00</u>	<u>0.00</u>	<u>2,951.72</u>	<u>0.00</u>	<u>2,765.52</u>	<u>1,382.76</u>	<u>15,294.19</u>	*

COMPUTER #221-09-1155

Part of Lot 3, Block 2, First Assessor's Plat to the Town of Union, now annexed to and a part of the City of Eau Claire Wisconsin, described as follows; A parcel of land in the NW ¼ of the SE ¼ of Section 13, T27N, R10W, described as follows; Commencing on the quarter line at a point 80 rods 8 feet and 9 inches West of the Northeast corner of the SE ½ of Section 13, T27N, R10W and thence South to the center of the Old Stage Road, said point being the point of beginning thence Westerly along the center of the Old Stage Coach Road 100 feet; thence North 217.8 feet; thence East 100 feet; thence South 217.8 feet to the place of beginning, now annexed and a part of the City of Eau Claire.

Computer #221-09-1155, City of Eau Claire
Address: 1808 Vine St., Eau Claire, WI
Owner: Tammy Hays
Land Value: \$29,900
Imp. Value: \$58,000
Total Value: \$87,900
E.F.M.V.: \$90,900

	Tax Due before Pen/Int	-----Breakdown of Tax Due-----					Interest	Penalty	balance due:	
		RE	SA	SC	DU	MFL				
2015	2,451.42	1,755.63	285.94	0.00	409.85	0.00	0.00	0.00	2,451.42	Active
2014	2,654.10	1,758.79	297.53	0.00	597.78	0.00	318.49	159.25	3,131.84	Delinquent
2013	2,553.18	1,765.18	193.20	0.00	594.80	0.00	612.76	306.38	3,472.32	Delinquent
2012	2,302.54	1,844.45	0.00	0.00	458.09	0.00	828.91	414.46	3,545.91	Delinquent
2011	2,271.53	1,865.50	0.00	0.00	406.03	0.00	1,090.33	545.17	3,907.03	Delinquent
	<u>12,232.77</u>	<u>8,989.55</u>	<u>776.67</u>	<u>0.00</u>	<u>2,466.55</u>	<u>0.00</u>	<u>2,850.49</u>	<u>1,425.26</u>	<u>16,508.52</u>	*

COMPUTER #221-10-0024

Lot 1, Block 4, Eau Claire Lumber Company's Seventh Addition to the City of Eau Claire.

Computer #10-0024, City of Eau Claire

Address: 1501 E. Madison St., Eau Claire, WI

Owner: Elmer Steinmetz

Land Value: \$16,600

Imp. Value: \$0

Total Value: \$16,600

E.F.M.V.: \$17,200

	Tax Due before Pen/Int	Breakdown of Tax Due					Interest	Penalty	balance due:	
		RE	SA	SC	DU	MFL				
2015	500.68	361.71	0.00	138.97	0.00	0.00	0.00	0.00	500.68	Active
2014	364.73	364.73	0.00	0.00	0.00	0.00	43.77	21.88	430.38	Delinquent
2013	364.65	364.65	0.00	0.00	0.00	0.00	87.52	43.76	495.93	Delinquent
2012	404.32	404.32	0.00	0.00	0.00	0.00	145.56	72.78	622.66	Delinquent
2011	408.79	408.79	0.00	0.00	0.00	0.00	196.22	98.11	703.12	Delinquent
2010	439.04	401.94	0.00	37.10	0.00	0.00	263.42	131.71	834.17	Delinquent
2009	428.78	389.58	0.00	39.20	0.00	0.00	308.72	154.36	891.86	Delinquent
2008	412.25	370.95	0.00	41.30	0.00	0.00	346.29	173.15	931.69	Delinquent
2007	409.53	366.13	0.00	43.40	0.00	0.00	393.15	196.57	999.25	Delinquent
2006	358.02	323.02	0.00	35.00	0.00	0.00	386.66	193.33	938.01	Delinquent
2005	330.90	330.90	0.00	0.00	0.00	0.00	397.08	198.54	926.52	Delinquent
2004	352.08	352.08	0.00	0.00	0.00	0.00	464.75	232.37	1,049.20	Delinquent
	4,773.77	4,438.80	0.00	334.97	0.00	0.00	3,033.14	1,516.56	9,323.47	*

4 AWARDING BID FOR SALE OF TAX DEED PROPERTY TO ORVIN & PAMELA BYSTOL FOR THE
5 SUM OF \$5,000.00; DIRECTING CORPORATION COUNSEL TO PREPARE QUIT CLAIM DEED ON
6 THE DESCRIBED PROPERTY; DIRECTING THE COUNTY CLERK TO EXECUTE SAID QUIT CLAIM
7 DEED ON BEHALF OF EAU CLAIRE COUNTY

8 WHEREAS, in accordance with Chapter 4.20 of the Eau Claire County Code, bids were solicited for the
9 sale of tax deed property; and

10 WHEREAS, a bid was received on said described parcel.

11 NOW, THEREFORE, BE IT RESOLVED that the Eau Claire County Board of Supervisors awards the bid
12 for the sale of tax deed property as follows:

13 -----
14 SALE PARCEL #FA2015-2 vacant lot 1017 Brookline Ave. - City of Eau Claire

18 PURCHASER	<u>MINIMUM BID</u>	<u>BID AMOUNT</u>
19 Orvin Lawrence Bystol	20 \$ 5,000.00	21 \$5,000.00
22 Pamela Jo Bystol		
23 Husband and Wife as Survivorship Marital Property		
24 Computer #221-10-1346		
25 PIN # 18221-2-270915-220-2078		

26 Lot 16, Block 7, Seymour Park Addition to the Town of Seymour, now annexed to and a part of the City
27 of Eau Claire, Eau Claire County, Wisconsin.

28 BE IT FURTHER RESOLVED that the County Clerk is hereby directed to execute said quit claim deed
29 on behalf of Eau Claire County.

30 ADOPTED:

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47 Committee on Finance & Budget

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2016		PROFIT & LOSS	1017 Brookline Ave. Eau Claire	Fact Sheet						
Sale	Resolution #	Parcel Number	Buyer	General Taxes	Special Taxes	Interest	Penalty	County Expenses	Awarded Bid	Profit/(Loss)
January 2016	15-16/121	221-10-1346	Orvin & Pamela Bystol	\$1,984.21	\$0.00	\$530.47	\$265.24	\$416.21	\$5,000.00	1,803.87
									Profit/Loss:	1,803.87

EAU CLAIRE COUNTY * TAX DEED SALE MAP * FALL 2015 SALE

SALE PARCEL #FA2015-2

COMPUTER #221-10-1346

MINIMUM BID \$5,000

**LOT SIZE:
APPROX. 50'x150'**

Lot 16, Block 7, Seymour Park Addition to the Town of Seymour, now annexed to and a part of the City of Eau Claire, Eau Claire County, Wisconsin.

Computer #221-10-1346, City of Eau Claire

vacant lot - 1017 Brookline Ave.



FACT SHEET

TO FILE NO. 15-16/122

This resolution disallows the claim of Steven Durham regarding the damage to his vehicle on December 4, 2015. Mr. Durham claims that on that date he was driving on I94, the right lane was closed and was marked with signage due to chip sealing being performed by Eau Claire County. He stated that Exit 70 was open so he proceeded back into the right lane behind a semi-truck that threw up some of the chip sealing that had been put on the road which caused damage to his vehicle. Mr. Durham is claiming that the chip sealing was not properly applied and therefore Eau Claire County is liable for the damages to his vehicle. Rich Walthers, Highway Patrol Superintendent states the work area was properly marked as is required by the Manual on Uniform Traffic Control Devices. Jackie Kaul, Liability Claim Representative from WMMIC the County's liability carrier states the county has immunity based on the signage displayed, it was an active construction site and it was the claimant's choice to follow the semi that kicked up the debris.

Based on this investigation of the facts, it has been determined that Eau Claire County has no liability for this claim.

The county's liability insurance carrier WMMIC recommended that the claim be disallowed and I concur with that recommendation.

Respectfully Submitted,

Keith R. Zehms

KRZ/yk

Ordinance/15-16/122

4 -DISALLOWING THE CLAIM OF STEVEN J. DURHAM FILED ON DECEMBER 29, 2015
5 AGAINST EAU CLAIRE COUNTY; DIRECTING THE COUNTY CLERK TO NOTIFY THE
6 CLAIMANT OF SAID DISALLOWANCE-

7 WHEREAS, on December 29, 2015, Steven J. Durham, filed a claim against Eau Claire
8 County through the county clerk; and

9
10 WHEREAS, Steven J. Durham claims that on December 4, 2015 Eau Claire County was
11 performing crack sealing on I94, the right lane was closed as indicated by signage placed before
12 the operation but exit 70 was still open and he proceeded to return to the right lane to take exit 70
13 to US Hwy 53. A semi-truck was in front of him and kicked up the chip seal material causing
14 damage to his vehicle; and

15
16 WHEREAS, Rich Walthers, Eau Claire County Patrol Superintendent states that signage
17 was in place and met the Manual on Uniform Traffic Control Devices (MUTCD) requirement for
18 the operations being performed; and

19
20 WHEREAS, Jackie Kaul, Liability Claim Representative from WMMIC the County's
21 liability carrier states the county has immunity based on the signage displayed, it was an active
22 construction site and it was the claimant's choice to follow the semi that kicked up the debris;
23 and

24
25 WHEREAS, after a review of the incident by Eau Claire County's Patrol Superintendent,
26 Rich Walther and by WMMIC the County's liability carrier it is determined that Eau Claire
27 County has no liability for this claim.

28
29 NOW, THEREFORE, BE IT RESOLVED that the Eau Claire County Board of
30 Supervisors does hereby formally disallow the claim of Steven J. Durham against the County of
31 Eau Claire.

32
33 BE IT FURTHER RESOLVED that the county clerk is hereby directed to notify Steven J.
34 Durham of the disallowance.

35
36 ADOPTED:

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Committee on Finance & Budget

47 KRZ/yk

48 Dated this _____ day of _____, 2015.

MINUTES

Eau Claire County
Committee on Finance and Budget
Thursday, December 10, 2015 / 4:30 pm

721 Oxford Avenue
Eau Claire County Courthouse – Room 3312
Eau Claire, WI 54703

Members present: Supervisors Jim Dunning, Robin Leary, Mike Conlin, Nick Smiar
Members excused: Supervisor Stella Pagonis

Staff present: Kathryn Schauf, County Administrator; Scott Rasmussen, Finance Director; Janet Loomis, County Clerk; Rick Eaton, Assistant Corporation Counsel

Vice Chair Jim Dunning called the meeting to order at 4:30 pm.

Proposed Resolution / File No. 15-16/094 “Awarding Bids for the Fall 2015 Tax Deed Sale of Tax Deed Property... “/ Discussion - Action

Janet Loomis, County Clerk, reviewed the bids received from the fall 2015 tax deed sale. Motion by Supervisor Conlin to approve of the following bids:

Computer #	Bidder & Amount	Minimum Bid
221-02-0317	Ideal Capital, LLC (\$10,256)	\$10,000
221-10-1346	Robert Wing (\$5,850)	\$ 5,000
221-14-0775 & 0783	Triumph Investments, LLC (\$85,000)	\$80,000
221-15-0096	Rebecca Zank (\$154,600)	\$120,000
221-15-1757B	Harmon Group, LLC (\$2,200)	\$ 500

Motion carried.

Proposed Resolution / File No. 15-16/093 “Authorizing the Transfer of \$18,714.66 from the 2015 Contingency Fund to the Eau Claire County Humane Association for Extra Ordinary Expenses Incurred as a Result of Taking 13 Dogs, Five Horses and Six Chickens into Custody on August 10, 2015” / Discussion – Action

On August 10, 2015, 13 dogs, 5 horses and 6 chickens were taken into custody by the humane officer due to neglect. A bill in the amount of \$18,714.66 was received by the county for the boarding and veterinary expenses for these animals. critters. It was determined that a transfer of \$18,714.66 from the contingency fund was necessary in order to satisfy the bill from the Eau Claire County Humane Association. Motion by Supervisor Leary to authorize the transfer of \$18,714.66 from the 2015 contingency fund to the Eau Claire County Humane Association for expenses as a result of taking 13 dogs, 5 horses and 6 chickens into custody on August 10, 2015. Motion carried.

Proposed Resolution / File No. 15-16/103 “Disallowing the Claim of Thomas Lee Anderson Filed on August 19, 2015 Against Eau Claire County...” / Discussion – Action

Rick Eaton, Assistant Corporation Counsel, was present to discuss the claim. This resolution disallows the claim of Thomas Lee Anderson alleging that the clerk of court filed counterfeit documents which

brought foreclosure action against him. Motion by Supervisor Smiar to disallow the claim filed by Thomas Lee Anderson. Motion carried.

Veterans Transportation Donation Account to Non-Lapsing Account / Discussion – Action

Tim Moore, Veteran Services, stated that funds have been received by the department and are designated for veterans transportation. In order to earmark those funds, a non-lapsing account is requested so funds can be carried over from year to year. Motion by Supervisor Conlin to approve of creating a non-lapsing account for the veterans transportation program. Motion carried.

Altoona Dam Project / Discussion - Action

Scott Rasmussen, Finance Director, distributed a summary of the Altoona Dam project keeping committee members apprised of funding options. Lake to be filled in late March or early April 2016. As the project has progressed, more work has been determined by the DNR, thus the number of change orders. Committee on Parks & Forest will review bids soon.

Audit/Management Letter

Scott Rasmussen reviewed audit documents that were sent with the agenda packet. Management letters received from the auditors identified weaknesses in audit; it also identified concerns with documents not being reconciled on a timely basis. Overall, the county received clean audits. Audit also expressed validating department controls; this process is being reviewed and a segregation of duties will be documented.

Both Supervisor Smiar and Supervisor Conlin would like to see a response and plan back from the County Administrator and Finance Director. The timeliness of internal reports is extremely important. County Administrator stated that a complete report will be brought forward. An RFP is now out for bid for 2015 audit services.

Review of 2016 Budget Process / Suggestions for 2016 / Discussion

Committee members were comfortable with the budget process and thought it was a smooth process. No negative feedback received. County Administrator stated that an effective strategic plan should feed into the budget process. County Administrator wants to review the 2016 budget calendar in January. Some changes will be made with performance measures.

Supervisor Conlin wants staffing to be on the same page as budget (would like a comparison of priorities and staff that are in the priorities). (example: how many FTE's are involved in priority #1) Scott Rasmussen, Finance Director, will make sure departments do a better job of highlighting changes. County Administrator Schauf likes the performance management process in the budget document; however, stated that addbacks were a little confusing. Schauf wants to review the addback process with staff and then come back to the Committee for possible edits to the budget process.

Financial Activity Updates

- a) County Sales Tax Report: Finance Director reviewed with the Committee. Discussion only.
- b) County Board Chair Vouchers (if any) - none
- c) Line Item Transfer Requests (if any) - none

Review / Approval of Committee Minutes / Discussion – Action

- a) October 1, 2015
- b) October 5, 2015
- c) October 12, 2015
- d) October 16, 2015
- e) October 27, 2015
- f) November 3, 2015

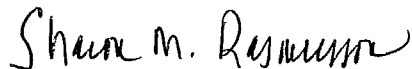
Motion by Supervisor Smiar to approve of the October 1, 2015, October 5, 2015, October 12, 2015, October 16, 2015, October 27, 2015 and November 3, 2015 minutes as written. Motion carried.

Future Agenda Items / Set Next Meeting

Next committee meeting is scheduled for Thursday, January 14, 2016 at 4:30 pm. Proposed items for the agenda include: Update on management's response to the audit, budget review/budget calendar, fiscal policy.

Committee adjourned at 6:25 pm.

Respectfully submitted,



Sharon M. Rasmuson
Committee Clerk