

**PROCEEDINGS OF THE BROWN COUNTY**  
**EXECUTIVE COMMITTEE**

Pursuant to Section 18.94 Wis. Stats., a regular meeting of the **Brown County Executive Committee** was held on Monday, August 10, 2015 in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

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**Present: Chair Lund, Supervisors Patrick Moynihan, John Van Dyck, Patrick Evans, Bernie Erickson, Patrick Buckley and Steven Fewell**

**Also Present:**

Troy Streckenbach ( <i>County Executive</i> )	Cathy Williquette ( <i>Register of Deeds</i> )
Chad Weininger ( <i>Director of Administration</i> )	Maria Lasecki ( <i>Child Support Administrator</i> )
Dan Process ( <i>Internal Auditor</i> )	Brian Lueth ( <i>LTE Assistant</i> )
Paul Zeller ( <i>Treasurer</i> )	Erik Pritzl ( <i>Director of Human Services</i> )
Juliana Ruenzel ( <i>Corporation Counsel</i> )	John Vander Leest ( <i>Clerk of Courts</i> )
Paul Fontecchio ( <i>Public Works Engineering Mgr</i> )	Supervisor Kaster
Jeff Oudeans ( <i>Facility Projects Manager</i> )	News media and other interested parties
Mike Mushinski ( <i>Land Conservationist</i> )	
Brent Haroldson ( <i>Asst. Corporation Counsel</i> )	

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**I. Call meeting to order.**

The meeting was called to order by Chair Tom Lund at 5:30pm.

**II. Approve/modify agenda.**

Supervisor Moynihan indicated he would like to take Item 30 following Item 24.

**Motion made by Supervisor Moynihan, seconded by Supervisor Erickson to approve as amended. Vote taken. MOTION CARRIED UNANIMOUSLY**

**III. Approve/modify Minutes of July 6, 2015.**

**Motion made by Supervisor Evans, seconded by Supervisor Moynihan to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Comments from the Public: None.**

**Vacant Budgeted Positions (Request to Fill)**

- 1. Administration – Buyer - Vacated – 7/31/15.**
- 2. Airport – Electrician - Vacated – 7/31/15.**
- 3. Clerk of Courts – Clerk II - Vacated – 7/15/15.**
- 4. District Attorney – Legal Assistant I - Vacated – 7/31/15.**
- 5. Human Services – Economic Support Specialist (x2) - Vacated – 7/2/15; 7/17/15.**
- 6. Human Services – Social Worker/Case Manager (x3) - Vacated – 10/14/15; 7/16/15; 8/21/15.**
- 7. Land & Water Conservation – Agronomist Technician - Vacated – 7/31/15.**
- 8. Public Safety Communications – Emergency Management Coordinator - Vacated – 7/21/15.**
- 9. Public Works (Facilities) – Facility Worker - Vacated – 8/14/15.**
- 10. Public Works (Facilities) – Housekeeper (.5 FTE) - Vacated – 7/23/15.**
- 11. Public Works (Highway) – Highway Crew - Vacated – 6/18/15.**
- 12. Public Works (Highway) – Operations Manager - Vacated – 8/3/15.**
- 13. Public Works (Highway) – Superintendent - Vacated – 8/4/15.**

14. Register of Deeds – Clerk/Typist III - Vacated – 4/20/15.
15. Sheriff's Office – Civil Process Clerk - Vacated – 8/24/15.
- 15a. Corporation Counsel – Administrative Secretary – Vacated 7-16-15.

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to suspend the rules and take Items 1-15a together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Erickson, seconded by Supervisor Evans to hold Items 12 and 13 for one month. Vote taken. Ayes: Lund, Erickson, Evans, Fewell, Van Dyck Nay: Moynihan.  
MOTION CARRIED 6 - 1

Supervisor Van Dyck stated he did not understand how the fringe benefit calculations are done. He referenced the Airport Electrician position which has a salary of \$64,000 and a fringe benefit calculation of \$19,627 while the Clerk of Courts – Clerk II position has a salary of \$26,000 and fringe benefit calculation of \$20,087. Lund responded that the Clerk of Courts group was smaller and the bigger the group is the smaller the fringe is for insurance. All of the groups in the County are divided up. Director of Administration Chad Weininger added that the number of hours for the position also affects the fringe benefit amounts.

Van Dyck continued that it would be nice to see the reasons employees are leaving as he felt that information would be helpful to the Board. He understood that information could not be provided regarding terminations, but said it would be nice to know the reasons people are resigning. Weininger stated that the Committees are supposed to be getting monthly reports of the vacancies by department that includes the reason employees are leaving. This will help keep each Committee updated with regard to their respective departments. Weininger continued that Human Resources is still working on the exit interview process including looking at ways to capture information before an employee leaves. Weininger will follow up with Human Resources to see where they are in the process of revamping exit interviews.

Clerk of Courts John Vander Leest commented that the fringe benefits are more of an estimate and will depend on whether an employee takes a single or family health insurance plan. He said that Human Resources typically base their figures on family plans. Vander Leest continued that in the Clerk of Courts office, there have been two recent retirements and, in addition, there is one other vacancy leaving three open positions.

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to approve Items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 14, 15 and 15a. Vote taken. MOTION CARRIED UNANIMOUSLY

*Supervisor Buckley arrived at 5:35 pm.*

#### Legal Bills

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

Motion made by Supervisor Erickson, seconded by Supervisor Evans to pay the legal bills. Vote taken. MOTION CARRIED UNANIMOUSLY

#### Reports

17. County Executive Report.

Motion made by Supervisor Erickson, seconded by Supervisor Moynihan to hold until the County Executive arrives. Vote taken. MOTION CARRIED UNANIMOUSLY

*Although shown in the proper format here, this Item was taken following Item 19.*

**a) Budget Status Financial Report for June, 2015.**

**Motion made by Supervisor Van Dyck, seconded by Supervisor Fewell to approve. Vote taken.  
MOTION CARRIED UNANIMOUSLY**

County Executive Troy Streckenbach stated that he is doing final calls for the budget and is looking for feedback from the Board as to items they would like to have addressed so he can try to work them into the budget. He noted that in the past he has tried to address most of the concerns of the County Board prior to the budget being presented which allows for conversations during the budget process.

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

**18. Internal Auditor Report.**

**a) Budget Status Financial Report for June, 2015.**

Internal Auditor Dan Process indicated that the County Board office is on track with their budget.

**Motion made by Supervisor Moynihan, seconded by Supervisor Erickson to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**b) Budget Status Financial Report (Veterans' Recognition Subcommittee) for June, 2015.**

Process indicated that this was provided to the Committee for informational purposes.

**Motion made by Supervisor Erickson, seconded by Supervisor Moynihan to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**c) Monthly Status Update: July 1 – July 31, 2015.**

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

**19. Human Resources Report.**

**a) August Human Resources Report.**

Weininger provided the Human Resources report as Human Resources Director Warren Kraft was not available. Weininger advised the Committee that this month the appeals to the class and comp study were supposed to be brought forward to the Committee; however, due to the number of appeals along with ongoing budget process, these appeals will not be brought forward until next month. Weininger also stated that Human Resources will also bring forward information on the pay matrix at the next meeting.

With regard to the Fast Care on-site building, Erickson asked if employees were aware of this as it is supposed to be opening in September. Weininger stated that there are two pending communications; one has to do with Fast Care and the other has to do with the proposed changes approved by Admin and the Executive to the benefit package.

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

**Resolutions, Ordinances**

**20. Resolution Adopting Brown County's 2016 Five-Year Capital Improvement Plan.**

Weininger reported that this is a planning document and does not bind the County to any future expenditure. The items outlined in 2016 will be placed in the 2016 budget. He noted that the bonding in 2016 will be lower than it was in 2015.

Evans stated that he understood that some of these items, such as road construction projects, are pretty solid. Weininger stated that in 2020 the items are a little larger because of the southern bypass bridge, but everything else is status quo. He stated that Paul Fontecchio has reviewed all of the streets and has come up with a way to get the County roads to average or better status in the next five years. Erickson added this is a strong wish list and it does change from year to year. Sometimes there is bond money left over from other projects and they are able to use those funds towards these projects. Other times some of the roads become emergencies and projects have to be moved up. Additionally, sometimes savings are realized by milling the roads down and resurfacing which lasts about 10 years. The CIP is a projection of roads that need work but Erickson did not think they would all necessarily come out at the amount listed. Evans stated that he understood that and what he is concerned about is the southern bypass and he asked if this was within the prevue and if the County should be looking to purchase property in the area. Erickson responded that there is already property purchased in a lot of areas for the southern bypass.

Weininger continued that the southern bypass is kind of a chicken and egg situation in that the feds will not act unless the state acts and the state will not act unless the county acts so this is basically saying here is some money set to look at a route, but a specific route has not been designated. This is just earmarking some dollars for the future and is not binding the Board to anything. It is just saying that in 2020 there will hopefully be some type of plan to move forward. Weininger felt it was important to show the state and federal government that Brown County is serious about a bypass by placing the dollars. He also stated that this is more of a long-term strategy and Erickson added that one of the hang ups is a bypass will not connect to I-41 because there would be too many connections in too short of a distance.

Weininger noted that the government needs to know that there is some commitment from the local government to move forward to get a project put on the "shelves" of projects at the state level. In order to get a project on the shelf, there has to be some commitment by the local government and some funds set aside. Evans questioned if the \$95,000 for 2016 for future projects would be for this bypass project and Fontecchio responded that those funds are for engineering for other projects. Streckenbach added that the goal is to have a decision by the federal government as to whether or not they will allow an interstate close to Scheuring or what alternative route they want which will then allow for the state to begin planning the design stages of the road in 2018. Again, the County has to show that it is interested in building a bridge. Evans noted he is supportive of the bridge, but he just has questions regarding the process. He supports spending money for a study because he feels it behooves the County to have a southern bypass as it would be good for economics, transportation and the people. He continued that the City of Green Bay does not seem to be expanding much, but the outskirts are and the County needs to be cognizant of this. Evans would like to see this happen sooner rather than later. He would like the County to say at some point in time there will be a southern bypass. He is in support of getting a study as soon as possible and he felt that we should start pushing this forward.

**Motion made by Supervisor Moynihan, seconded by Supervisor Evans to approve. Vote taken.  
Ayes: Moynihan, Evans, Lund, Buckley, Erickson, Fewell Nay: Van Dyck MOTION PASSED 6 – 1**

**21. Resolution re: Reorganization of the Corporation Counsel Table of Organization.**

Corporation Counsel Juliana Ruenzel stated that currently the Corporation Counsel office is set up to have two administrative secretaries. One of the secretaries left to move to Florida and the second administrative secretary is retiring. Ruenzel stated that she would like to do reorganization in the office because they are finding that paralegals can do so much more than administrative secretaries for basically the same amount of money. Paralegals can do legal research, they understand the court process, can draft motions and briefs, format briefs and can handle confidential information, all of which would help the attorneys function more efficiently. This request would be to change the two administrative secretary positions to paralegal positions.

**Motion made by Supervisor Moynihan, seconded by Supervisor Erickson to approve. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**22. Resolution re: Change in Table of Organization for Land and Water Conservation Project Manager.**

**Motion made by Supervisor Erickson, seconded by Supervisor Buckley to approve. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY.**

**23. Initial Resolution Authorizing the Issuance of Approximately \$2,970,000 General Obligation Airport Improvement Refunding Bonds of Brown County, Wisconsin.**

Weininger reported that he received notice from bond counsel that now is the time to refund. This would result in anticipated savings of \$394,761 to the airport.

**Motion made by Supervisor Van Dyck, seconded by Supervisor Moynihan to approve. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**24. Initial Resolution Authorizing the Issuance of Approximately \$3,775,000 General Obligation Corporate Purpose Refunding Bonds of Brown County, Wisconsin.**

Weininger stated that anticipated savings from this would be \$174,450. He noted that this is on the levy and is over the life period so there will not be a huge savings, but there will be some savings.

**Motion made by Supervisor Van Dyck, seconded by Supervisor Fewell to approve. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**Treasurer**

**25. ACTION - Review and approval or rejection of bids for tax deed properties:**

- |    |                 |                       |           |            |
|----|-----------------|-----------------------|-----------|------------|
| a. | Parcel 18-523   | 1027 N. Chestnut Ave. | Green Bay | Vacant lot |
| b. | Parcel 21-293-1 | 2119 Eastman Ave.     | Green Bay | Vacant lot |
| c. | Parcel 6-403    | 855 N. Mitchell St.   | Green Bay | Vacant lot |
| d. | Parcel 7-326    | 921 Smith St.         | Green Bay | Vacant lot |

Treasurer Paul Zeller provided the Committee with documentation regarding these parcels, a copy of which is attached. He suggested that Items 25 a – d be taken together as no bids were received on these parcels. All four of the properties are vacant lots.

**Motion made by Supervisor Van Dyck, seconded by Supervisor Evans to suspend the rules and take Items 25 a – d together. Vote taken. MOTION CARRIED UNANIMOUSLY**

Erickson asked when these parcels will go out for bids and Zeller responded that he has to do a Class I notice in the *Green Bay Press Gazette* and he intends to get that in Sunday's paper. The auction

would run through the Friday prior to Labor Day weekend so he can have the bids ready for the next Executive Committee meeting.

**Motion made by Supervisor Van Dyck, seconded by Supervisor Buckley to put Parcels 18-523, 21-293-1, 6-403 and 7-326 out for bid with a minimum bid of \$100. Vote taken. MOTION CARRIED UNANIMOUSLY**

**e. Parcel 17-880      445 S. Baird St.      Green Bay      lot and shell home**

Zeller stated that this property was previously put out for bids, but there were no bids that met the minimum of \$5,500. It was put back out for bids and the high bid was \$5,876. Zeller noted that that is still less than the amount of general taxes, interest and penalties due to the County by about \$1,500. He noted that the bid does cover the general taxes due, but not the interest and penalties. Zeller deems the bid satisfactory.

**Motion made by Supervisor Erickson, seconded by Supervisor Evans to approve the bid of \$5,876 by Frank Schneider on Parcel 17-880. Vote taken. MOTION CARRIED UNANIMOUSLY**

**f. Parcel 14-411      308 S. Quincy St.      Green Bay      Vacant lot**

Zeller stated that this parcel is of interest to the City of Green Bay because it is in the City's redevelopment zone and the City already has incurred money for raze costs. Anything that Brown County would receive over the general taxes, interest and penalties would go to the City. Zeller recalled that the Committee had authorized him to negotiate a price for taxes, interest and penalties and search costs and the Statute allows for an additional \$500 to those costs. The end result is a selling price to the City of \$2,369 and the County's costs are \$1,869.

**Motion made by Supervisor Erickson, seconded by Supervisor Evans to approve the bid of \$2,369 by the City of Green Bay Redevelopment Authority on Parcel 14-411. Vote taken. MOTION CARRIED UNANIMOUSLY**

**g. Parcel 21-1331-1      916/910 Bellevue St.      Green Bay      Vacant lot**

Zeller indicated that this is a land locked parcel and called the Committee's attention to a letter from his office dated July 8, 2015 to the two property owners. This parcel is behind these property owners' homes and abuts the East River Trail that the City of Green Bay maintains. This parcel was offered to the City but the City was not interested in it. Both of the property owners that are presently maintaining the area expressed interest in it and the property was offered at a split to the property owners at the assessed valuation of \$2,900. The County is owed about \$500 on this parcel. Zeller continued that the Phillips' have asked that a payment plan be considered over the course of two to three months and Zeller advised them that he would leave that up to the Executive Committee.

**Motion made by Supervisor Erickson, seconded by Supervisor Evans to approve the combined sale of Parcel 21-1331-1 with Keith Phillips paying \$1,595 and Kerry and Doris Burdick paying \$1,305 within 90 days of today's date. Vote taken. MOTION CARRIED UNANIMOUSLY**

**26. Discussion/Action regarding hiring a commercial Realtor for selling the commercial properties obtained in 2015 Foreclosure Action.**

Zeller recalled that he mentioned at the last meeting that they were set to obtain at least two dozen more properties. The Order for this will be signed by the Judge in the next few days. This group of properties includes both residential and commercial properties. He felt that some of these

commercial properties would have significant value and to obtain the best value for the County would require expertise that he does not have. He noted that the State Statute allows for the hiring of a real estate agent on both commercial and residential sales. He wanted to ask the Committee about the process he would go through to hire a realtor and whether the County wishes to oversee that process.

Van Dyck asked if there are other commercial properties on the bidding website. Zeller stated that there are commercial properties on the website. He noted that the County pays no commission for the auction site; the commission is paid by the buyer so the County gets more value for the properties. With regard to these commercial parcels, the type of buyer that may want these properties may be aware of this process and therefore he felt that having the properties promoted by a realtor may be able to generate substantially greater value for the County. He continued that since these are commercial properties and not homestead properties, the County keeps everything over and above the County's costs and any City assessments.

Buckley thought it may be a good idea to try to receive the value of the property as he did not feel that properties on Main Street were high value properties. Lund thought perhaps these should be bid out in the normal fashion with a minimum bid, and if that was not successful, then proceed with getting a commercial realtor involved.

Moynihan asked Zeller if he has talked to other counties about how they handle these situations and he stated that he has and he related what other counties do. He stated that Wisconsin Surplus gives a much broader reach. Van Dyck stated he liked the suggestion of Supervisor Lund.

**Motion made Supervisor Van Dyck, seconded by Supervisor Buckley to sell the commercial properties with the same methodology used for residential properties, establishing the price high enough to obtain the price they are looking for so they don't have to obtain a realtor. Vote taken. MOTION CARRIED UNANIMOUSLY**

Moynihan wanted to assure that Zeller knows what a starting bid should be. Zeller responded that he would have to get an opinion of value/appraisal which may push him to a commercial appraisal firm. Lund opined that it would be less expensive to get an appraisal than it would to pay a realtor commission. Zeller stated that going the commercial appraisal route may get the word of mouth started as well. He would like the authority to secure a commercial appraisal firm or direct him to try to get bids from commercial appraisal firms.

27. **Open Session: Discussion and possible Motion to convene in closed session to deliberate and confer with legal counsel in regards to the sale of Parcel No. 7-467, certain tax deeded property acquired by Brown County under Wis. Stats., § 75.521 that is located at 1021 Eastman Avenue in Green Bay, WI and further described as: EASTMANS ADD LOT 9 BLK 39.**

**Motion made by Supervisor Moynihan, seconded by Supervisor Evans to enter into closed session. Roll Call Vote Taken: Ayes: Evans, Erickson, Lund, Moynihan, Buckley, Van Dyck, Fewell. MOTION CARRIED UNANIMOUSLY**

28. **Convene in Closed Session to deliberate and confer with legal counsel in regards to the sale of Parcel No. 7-467, certain tax deeded property acquired by Brown County under Wis. Stats., §**

**75.521 that is located at 1021 Eastman Avenue in Green Bay, WI and further described as EASTMANS ADD LOT 9 BLK 39. Pursuant to Wis. Stats., § 19.85(1), any meeting of a governmental body may be convened in closed session for purposes of: (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”; and (g) “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.”**

**Motion made by Supervisor Fewell, seconded by Supervisor Evans to reconvene in open session. Roll Call Vote Taken: Ayes: Evans, Erickson, Lund, Moynihan, Buckley, Van Dyck, Fewell. MOTION CARRIED UNANIMOUSLY**

- 29. Reconvene into Open Session: Discussion and possible action in regards to the sale of Parcel No. 7-467, certain tax deeded property acquired by Brown County under Wis. Stats., § 75.521 that is located at 1021 Eastman Avenue in Green Bay, WI and further described as EASTMANS ADD LOT 9 BLK 39.**

*No action taken.*

**Other**

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

*Although shown in the proper format here, this Item was taken following Item 24.*

Lund indicated that the September Executive Committee would fall on Labor Day and asked if anyone had a preference as to when to reschedule the meeting. After a brief discussion, it was decided to hold the meeting on September 8.

**Motion made by Supervisor Fewell, seconded by Supervisor Buckley to hold the September Executive Committee meeting on September 8. Vote taken. MOTION CARRIED UNANIMOUSLY**

Moynihan reiterated the need for electronic tablets since the packets for this meeting did not arrive until the day of the meeting. He noted that packets were sent out on Thursday and people did not receive them until Monday. Moynihan felt that the Board may wish to look at getting a postage meter in the Board office. Streckenbach asked how often the packets are late and it was indicated that Fewell never gets his stuff on time. Others stated that sometimes they get their items on time and sometimes they do not. Weinger stated that the mail process has been changed and items go to Milwaukee or Oshkosh before being distributed to the addressee. Weinger noted that he has heard complaints from other departments with regard to the mail service.

Moynihan also addressed the Committee with regard to the budget meeting schedule. He recalled that the budget meeting in 2014 was held on November 6 and it is very time consuming for County Board staff to meet the three day ordinance requirement to have minutes done when the Board likes to have every word in the minutes. He asked the Committee chairs to work with the Board office and move meetings up to allow more time to have the minutes prepared. He continued that by ordinance the budget meeting needs to be held no later than October 10, but he noted that the City of Green Bay already has the chambers booked on



November 10. Moynihan continued that he also took vetoes into consideration when scheduling things.

**31. Adjourn.**

**Motion made by Supervisor Erickson, seconded by Supervisor Evans at 6:51 to adjourn at p.m.  
Vote taken. MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Alicia A. Loehlein  
Recording Secretary

Therese Giannunzio  
Transcriptionist

**ACTION - Review and approval or rejection of bids for tax deed properties:**

				<u>Min. Bid \$</u>	<u>Bid Result \$</u>
Parcel 18-523	1027 N. Chestnut Ave.	Green Bay	Vacant lot	\$ 7,900	\$ no bids
Parcel 21-293-1	2119 Eastman Ave.	Green Bay	Vacant lot	\$ 4,200	\$ no bids
Parcel 6-403	855 N. Mitchell St.	Green Bay	Vacant lot	\$ 8,400	\$ no bids
Parcel 7-326	921 Smith St.	Green Bay	Vacant lot	\$ 8,400	\$ no bids
Parcel 17-880	445 S. Baird St.	Green Bay	lot & shell home	\$ 100	\$ 5,876
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Parcel 14-411	308 S. Quincy St.	Green Bay	Vacant lot	City of GB purchase \$ 2,369	
Parcel 21-1331-1	916/910 Bellevue St.	Green Bay	Vacant lot	neighbor(s) purchase \$ 2,900	

# WISCONSIN SURPLUS ONLINE AUCTION

202 W. Front Street – PO Box 113  
Mount Horeb, WI 53572  
608-437-2001  
Sellers Permit/Tax ID: 456-0000033384-03  
FEIN: 39-1982769

## Invoice

#150807-57036-48  
08/07/2015

Private  
Frank Schneider  
W1415 St Rd 49  
Brownsville WI 53006

Phone: 414-614-1859  
Email: frank\_schneider@homedepot.com

**--PAYMENT DEADLINE: 5pm on August 18, 2015 -- You will lose your bidding number if not paid on time --**

Online Auction #15441-48 - 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.

**1. Payment Methods:**

- o Send guaranteed checks to Wisconsin Surplus, PO Box 113, Mount Horeb WI 53572.
- o Wire Transfer Directions available upon request.
- o Pay at our Office in Mount Horeb Via Cash, Guaranteed Check or Money Order
- o Credit card, PayPal, Personal & Business Checks are **NOT** acceptable forms of payment - no exceptions

**2. General Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC\_Treasurer@co.brown.wi.us

**3. Deed Transfer Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC\_Treasurer@co.brown.wi.us

**4. 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.

**5. 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 them in written form any and all required deed transfer information. At which point all required information is received by Brown County Treasurer's Office they will begin the deed transfer process.

Bidder	Item	Qty	Description	Tax Amount
57036	17880	1	<p><b>House on Corner of S. Baird &amp; Chicago St. Green Bay, WI</b>            - <b>Address:</b> <a href="#">445 S Baird St, Green Bay, WI 54301</a>            - <b>County Map:</b> <a href="#">Brown County GIS Mapping</a>            - <b>Land Records:</b> <a href="#">Brown County Land Records</a>            - <b>Municipality:</b> City of Green Bay            - <b>Parcel ID:</b> 17-880            - <b>Opening Bid:</b> 100            - <b>Acres:</b> 3,798 sq ft            - <b>Lot Dimensions:</b> 51' wide x approx. 74' deep            - <b>Zoning:</b> Residential – Contact county and local zoning agency for exact zoning.            - <b>Type of Access to Property:</b> Off Public Roadway            - <b>School District:</b> Green Bay            - <b>Structures On Property:</b> Property is an improved lot with a single family dwelling. Assessment records indicate the house to be built in 1888; A 1-story with partial attic; 1179 sq.ft. on 1st floor with a 356 sq. ft. attic over a portion of the home. 1st floor = No rooms. Totally gutted to studs. Attic = was an upstairs apartment, no specific room count, plastered and paneling. Full unfinished stone wall basement. Part dirt floor. Corner lot, Approximately 3,798 sq. ft. in size. Inspection of the property occurred June 3rd, 2015. House appears to be structurally sound. Had been used as a 2-family home. Can only be used as 1-family residence by new owner. All utilities had been disconnected for an extended period of time. House will need to be completely remodeled inside. Good thing is the first floor has already been gutted. One area of rotted floor was noticed on floor where perhaps the kitchen was. New shingles on roof approximately 8 years ago. City currently has a raze or repair order on the house. The City of Green Bay has placed a Raze or Repair Order on this Building. New Owner MUST provide a plan to satisfy the Raze or the Repair of the structure to the satisfaction of the City of Green Bay within 30 Days of obtaining Quit Claim Deed to property!            - <b>Property Vacant:</b> Yes            - <b>Property Clear of previous owner's personal property:</b> Buyer is responsible for removal of any and all personal property, if any            - <b>Legal Description:</b> PLAT OF ASTOR SLY 51 FT OF LOT 28 &amp; S 51 FT OF W 21 FT OF LOT 27 BLK 146            - <b>Title Type:</b> Quit Claim Deed            - <b>Dead Transfer Fee:</b> 30            - <b>Title Transfer Terms:</b> Deed will be issued upon payment in full.            - <b>Clear Title:</b> No abstract, title insurance, or survey will be provided by the seller. The winning bidder is responsible</p>	0.10 5876.00

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Community Services Agency

August 4, 2015

Paul Zeller  
Brown County Treasurer  
P O Box 23600  
Green Bay WI 54305

Dear Paul:

Please be advised the City of Green Bay Redevelopment Authority has approved the purchase of 308 S. Quincy for \$2,369. It is my understanding this must be approved at the Executive Committee on August 10, 2015. Please contact Krista Baeten at (920) 448-3404 if the committee approves the purchase and she will work with you to facilitate the closing.

I'm confident that working together to redevelop these challenged parcels will be a successful partnership.

Sincerely,

Kim Flom, AICP/RLA  
Planning & Community Development Director

cc: Krista Baeten, Community Development Specialist  
Cheryl Reiner-Wigg, Neighborhood Development Supervisor

TREASURER

Brown County

305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600



Paul Zeller

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BROWN COUNTY TREASURER

July 8, 2015

Mr. Keith Phillips	Kerry and Doris Burdick
916 Bellevue St.	910 Bellevue St.
Green Bay, WI 54302	Green Bay, WI 54302

RE: Parcel 21-1331-1 (Bellevue Street, Green Bay, WI)

Hello Keith, Kerry and Doris,

The Brown County Executive Committee, at their regular July 6, 2015 meeting in closed session discussed Parcel 21-1331-1 (Bellevue Street, Green Bay, WI 54302) to determine the best course of action to take regarding sale of this Brown County owned Parcel. This is the vacant lot parcel that extends the entire width of 200' behind (to the west) of your property. I have been authorized by the Executive Committee to offer this property for sale to the adjoining property owners. This parcel had been independently valued at and assessed at \$2,900 dating back as far as 2010 for property tax purposes. I will be using this assessed value of \$2,900 as a means of determining an "appraised value" per WI State Statute 75.69.

This parcel is 200' wide x 38.58' deep based on Brown County land records. Using the property line separating the Phillips and Burdick properties, an uneven distribution (110' to Phillips, 90' to Burdick) is the result of a proper division of parcel 21-1331-1. I propose the following selling prices to you:

Phillips = \$ 1,595 (\$2,900 x .55) for the 110' wide x 38.58' deep portion of the parcel

Burdick = \$ 1,305 (\$2,900 x .45) for the 90' wide x 38.58' deep portion of the parcel

In addition to the above selling prices, a separate \$30 each recording fee would be due to the Brown County Register of Deeds office upon preparation of the deed by the Treasurer. If you accept these terms of sale then I will bring this matter to the BC Executive Committee meeting on August 10, 2015 for their final review and approval. All Brown County land sales are subject to their final approval. Closing on the sale and deed preparation would take place in August 2015

Please let me know by July 20, 2015 if you agree to these terms of sale.

Sincerely,

  
Paul Zeller

Brown County Treasurer

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