

## **DODGE COUNTY TAXATION COMMITTEE**

October 18, 2016, at 5:30 P.M.

ROOM 4C DODGE COUNTY ADMINISTRATION BUILDING

JUNEAU, WI 53039

The meeting was called to order by Chairman Berres at 5:33 p.m.

Members present: Ed Benter, Jeff Berres, Cathy Houchin, and Dennis R. Schmidt.

Member(s) absent and excused: Ed Nelson.

Others present: Patti K. Hilker, Treasurer, John F. Corey, Corporation Counsel, Robert Ballweg, Gary Ballweg, Cheryl Voss, Tim Voss, Tim Mashock, Bob Voigt, Kim Hookstead, Jeff Higgins, and Todd Strauss.

A motion was made by Benter, and seconded by Schmidt to approve the agenda and to allow the Chairman to go out of order as needed to efficiently conduct the meeting. Motion carried.

A motion was made by Schmidt, and seconded by Benter to approve the September 20, 2016 minutes as presented. Motion carried.

The Committee opened bids on unsold 2016 In Rem properties and accepted and rejected bids.

**PIN 006-1215-1642-001 and 006-1215-1642-003:** Two closed bids were received for these two parcels of real estate located in the Town of Burnett.

The first bid opened was from Spot On Properties II, LLC, in the amount of \$13,200. Enclosed with the bid is a completed bid form and cash in the amount of \$1,320.

The second bid opened was from RTGS, LLC, in the amount of \$5,510. Enclosed with the bid is a completed bid form and a cashier's check in the amount of \$551, made payable to the Dodge County Treasurer, the remitter of which is Susana R. Voigt.

A motion was made by Houchin, and seconded by Benter to accept the bid in the amount of \$13,200 submitted by Spot On Properties II, LLC for the purchase of these two parcels of real estate to which Dodge County Parcel Identification Numbers 006-1215-1642-001 and 006-1215-1642-003 have been assigned. Motion carried.

**PIN 206-1114-0434-030:** Five closed bids were received for this parcel of real estate located in the City of Beaver Dam.

The first bid opened was from Tim Price, in the amount of \$13,000. Enclosed with the bid is a completed bid form and a bank check in the amount of \$1,300, made payable to the Dodge County Treasurer.

The second bid opened was from Spot On Properties II, LLC, in the amount of \$20,200. Enclosed with the bid is a completed bid form and cash in the amount of \$2,020.

The third bid opened was from RTGS, LLC, in the amount of \$5,710. Enclosed with the bid is a completed bid form and a cashier's check in the amount of \$571, made payable to the Dodge County Treasurer, the remitter of which is Susana R. Voigt.

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The fourth bid opened was from Jeffrey M. Higgins / Kim M. Hookstead, in the amount of \$14,129. Enclosed with the bid is a completed bid form and cash in the amount of \$1,413.

The fifth bid opened was from F&S Construction, in the amount of \$19,762. Enclosed with the bid is a completed bid form and a bank check in the amount of \$1,976.20, made payable to the Dodge County Treasurer, the remitter of which is Cheryl L. Voss.

A motion was made by Schmidt, and seconded by Benter to accept the bid in the amount of \$20,200 submitted by Spot On Properties II, LLC, for the purchase of the parcel of real estate to which Dodge County Parcel Identification Number 206-1114-0434-030 has been assigned. Motion carried.

The Committee considered and discussed a proposed *Ordinance To Amend Section 3.015 Of The Dodge County Code Of Ordinances, Prosecution Of In Personam Actions For Delinquent Real Estate Taxes And Other Charges*. A motion was made by Benter, and seconded by Schmidt to approve the proposed *Ordinance To Amend Section 3.015 Of The Dodge County Code Of Ordinances, Prosecution Of In Personam Actions For Delinquent Real Estate Taxes And Other Charges*, and to forward this proposed Ordinance to the County Board for consideration at its November 15, 2016 meeting. Motion carried.

The Committee considered and discussed a proposed *Resolution To Amend County Board Rules Of Order*. A motion was made by Houchin, and seconded by Benter to approve the proposed *Resolution To Amend County Board Rules Of Order*, and to forward this proposed Resolution to the County Board for consideration at its November 15, 2016 meeting. Motion carried.

The Committee considered and discussed a parcel of real estate to which Dodge County Parcel Identification Number 206-1214-3333-121 has been assigned, located in the City of Beaver Dam, formerly owned by Christina L. Seremet and Sasa Seremet, and now owned by Dodge County.

The Committee considered and discussed a parcel of real estate to which Dodge County Parcel Identification Number 226-1313-2641-025 has been assigned, located in the City of Fox Lake, and owned by Gary T. Ballweg. A motion was made by Schmidt, and seconded by Houchin to authorize Patti Hilker to enter into a formal, written agreement with Gary T. Ballweg regarding payment of delinquent real estate taxes, interest, penalties, title search fees, and publication fees. Terms and conditions of the written agreement will include: 1) payment of \$1,000 by not later than October 31, 2016; 2) payment of \$500 per month thereafter; 3) payments will be applied first to title search fees and publication fees, and then to the 2009 delinquent real estate taxes, interest, and penalties, and then to the 2010 delinquent real estate taxes, interest, and penalties, and then to the 2011 delinquent real estate taxes, interest, and penalties, and so on, until all delinquent real estate taxes, interest, and penalties are paid in full; 4) timely in-full payment of real estate taxes going forward, starting with the 2016 tax roll, and continuing thereafter; 5) provide annually, on or about October 31, proof of full payment of the City of Fox Lake sewer and water utility bills; 6) provide annually, on or about October 31, proof of insurance coverage; 7) any other terms and conditions deemed either necessary or appropriate by either John Corey or Patti Hilker; 8) review of the written agreement by the Taxation Committee at or about its November 2017 meeting, and review of the written agreement by the Taxation Committee, annually, thereafter, at or about its November meeting; and, 9) that in the event that Gary T. Ballweg fails to comply with the written agreement, the written agreement will terminate, and Dodge County will commence and prosecute an In Rem proceeding against the property.

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John Corey gave an oral report regarding the status of the small claims eviction actions for 2016 In Rem Foreclosure properties.

Patti Hilker gave an oral report regarding the status of 2017 Proceeding In Rem to foreclose tax liens.

The next regular meeting of the Taxation Committee is scheduled for November 15, 2016 at 8:00 a.m., in Room 4C of the Dodge County Administration Building.

A motion was made by Schmidt, and seconded by Benter to adjourn the meeting at 6:44 p.m. Motion carried.

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Dennis R. Schmidt, Secretary

**Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.**

## HOW TO BID

### Before You Bid

1. The Notice of Appraisal and Sale of County Owned Tax Delinquent Real Estate is published by a Class 3 notice (a weekly publication for three consecutive weeks) in *The Daily Citizen*, the official newspaper of Dodge County, and on the Dodge County website at <http://www.co.dodge.wi.us>.
2. Review the Dodge County Bid Form.
3. Read the Terms and Conditions.

### Placing A Bid

1. Fill in all of the information requested on the Dodge County Bid Form.
  2. Remit a certified check (made payable to "Dodge County Treasurer"), or cash for at a minimum amount of ten percent (10%) of the bid amount as earnest money, made payable to Dodge County Treasurer. No personal checks will be accepted.
  3. Enclose one completed Dodge County Bid Form along with your certified check, or cash, and supporting documents (if necessary), per envelope. If you bid on more than one property you will need to submit multiple envelopes.
  4. Mark the outside of the envelope "Sealed In Rem Bid".
  5. Seal the envelope and be sure it is received by the Dodge County Treasurer at the following address by date and time indicated in the Notice of Appraisal and Sale of County Owned Tax Delinquent Real Estate:  
Dodge County Treasurer  
127 E. Oak Street  
Juneau, WI 53039
- Postmarks are not acceptable. Bids must be in the Treasurer's Office.***
6. If you have any questions while completing the Dodge County Bid Form, call the Dodge County Treasurer's office at (920) 386-3782. Office hours are Monday through Friday from 8:00 a.m. to 4:30 p.m. CST.
  7. The public is welcome to attend the bid opening that is conducted by Dodge County. The date, time, and place of the public bid opening are indicated in the Notice of Appraisal and Sale of County Owned Tax Delinquent Real Estate.

## TERMS AND CONDITIONS

1. The Notice of Appraisal and Sale of County Owned Tax Delinquent Real Estate is published and the sale shall be conducted in accordance with section 75.69 of the Wisconsin State Statutes.
2. All bids shall be for the real estate and improvements AS-IS and Dodge County has not made any warranty or representation regarding the condition of the real estate and improvements.
3. Photos of real estate and improvements are on the Dodge County Treasurer's website. It is Dodge County's policy to have no personal showings.
4. **All bidders must use the Dodge County Bid Form. The Bid Form must be fully and completely filled out.**
5. The Bid Form must be completed in typewriting or clear hand writing, do not use cursive. The bid may be rejected if the information contained on the Bid Form is not legible.
6. The bid will be rejected if all information requested on the Dodge County Bid Form, and supporting documents, if necessary, is not provided.
7. If the bidder is bidding on behalf of a non-profit organization, corporation, limited liability company, partnership, or limited liability partnership, the following documentation must be provided with the Bid Form:
  - a. If a non-profit organization or corporation:
    - i. The name and address of each officer, director and agent and their position;
    - ii. A copy of the Articles of Incorporation and bylaws.
  - b. If a limited liability company:
    - i. The name address of each member/manager and agent and their position and ownership interest;
    - ii. A copy of the Articles of Organization and operation agreement.
  - c. If a partnership or limited liability partnership:
    - i. The name and address of each member and their partnership interest;
    - ii. A copy of the partnership agreement.
8. All payments must be made by cash or certified check payable to "Dodge County Treasurer". No personal checks will be accepted.
9. The bid payment must equal at minimum ten percent (10%) of the bid amount as earnest money.
10. All bidders must have their properly marked and sealed bid envelope received by the Dodge County Treasurer by the date and time indicated in the Notice of Appraisal and Sale of County Owned Tax Delinquent Real Estate published in *The Daily Citizen*.
11. Bidder shall submit one bid form per envelope.
12. The successful bidder's earnest money shall be non-refundable and applied to the purchase price.
13. The unsuccessful bidder's earnest money will be returned within 15 days of the public bid opening.
14. The successful bidder must remit final payment within 2 weeks (10 working days) of notification date by Dodge County or forfeit their deposit.
15. The successful bidder will be subject to current year real estate taxes, special assessments, and/or special charges.

Dodge County, Wisconsin - County Owned Tax Delinquent Property For Sale  
HOW TO BID | TERMS AND CONDITIONS | BID FORM

16. ~~Upon~~ Within ninety (90) days of timely payment to Dodge County of the balance due, plus a \$30.00 recording fee payable to "Dodge County Register of Deeds", ~~successful bidders will receive~~ the Dodge County Clerk will execute and record a Quit Claim Deed issued by the Dodge County Clerk and mail the same, along with a receipt for the payments made, to the successful bidder.
17. Dodge County reserves the right to waive any irregularities and informalities in bids submitted to it.
18. Dodge County may accept the bid most advantageous to it. In considering which bid is most advantageous to it, Dodge County may consider, among other factors, the following as they relate to the particular property:
  - a. The amount of the bid;
  - b. The prospective use of the property;
  - c. Whether the land will be subject to real estate taxes;
  - d. Whether the bidder, the organization, corporation, or partnership the bidder represents, or any members, officers, directors, or partners thereof, has a history of becoming delinquent on real estate taxes in Dodge County.
19. When a parcel of real estate has no access to a public street or highway, it is likely that Dodge County will accept a bid from an individual or entity that is an adjoining property owner, rather than from an individual or entity that is not an adjoining property owner, even though the bid from the individual or entity that is an adjoining property owner is lesser in amount than the bid received from an individual or entity that is not an adjoining property owner.
20. Dodge County reserves the right to reject any and all bids in its discretion in determining the bid most advantageous to it.

**DODGE COUNTY BID FORM  
FOR TAX FORECLOSED REAL ESTATE**

BUYER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY, STATE, ZIP: \_\_\_\_\_  
TELEPHONE NUMBER: \_\_\_\_\_

offers Dodge County the sum of \$ \_\_\_\_\_,  
(write dollar amount in numerical form, i.e., \$129.00)

\_\_\_\_\_ (write out dollar amount, i.e., One hundred twenty nine and 00/100)

for the property described as Parcel No (PIN): \_\_\_\_\_ and  
address of: \_\_\_\_\_  
(number, street or road name/municipality)

BUYER hereby submits the sum of \$ \_\_\_\_\_,  
(write dollar amount in numerical form, i.e., \$12.90)

\_\_\_\_\_ (write out dollar amount, i.e., Twelve and 90/100)

This amount represents at least ten percent (10%) of the bid amount as earnest money for the above real estate. BUYER understands that interest shall not be paid on BUYER'S earnest money.

In the event BUYER is the successful bidder, BUYER understands that the earnest money shall be non-refundable. If BUYER is not the successful bidder, the earnest money shall be returned to the BUYER within fifteen (15) days of the public bid opening.

BUYER further understands that the terms and conditions of the Notice of Appraisal and Sale of County Owned Tax Delinquent Real Estate become part of this bid.

\_\_\_\_\_  
Buyer's Signature

\_\_\_\_\_  
Buyer's Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Buyer's Phone Number

**FOR DODGE COUNTY TREASURER USE ONLY**

\_\_\_\_\_  
Bid Received

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bid Accepted

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bid Rejected

\_\_\_\_\_  
Date