

Kenosha County  
Administrative Proposal Form

**1. Proposal Overview**

Division: Circuit Court Department: \_\_\_\_\_

Proposal Summary (attach explanation and required documents):

Pursuant to Wis. Stats. 59.40(4), the Clerk of Court may contract with the Wisconsin Department of Revenue for the collection of unpaid debts when authorized by the County Board. Certification to DOR will increase the amount of debt collected by the Circuit Court because of their collection practices that are not available to municipalities on their own. This is a zero cost to the Circuit Court as the debtor pays for the process.

Dept./Division Head  
Signature: \_\_\_\_\_



Date: 4/7/21

**2. Department Head Review**

Comments:  
Full Support

Recommendation:  Approval    Non-Approval

Department Head  
Signature: \_\_\_\_\_



Date: 4/7/21

**3. Finance Division Review**

Comments:

Recommendation:  Approval    Non-Approval

Finance Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**4. County Executive Review**

Comments:

Action:  Approval    Non-Approval

Executive \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Revised 01/11/2001 (5/10/01)

**DISTRIBUTION**

- Original Returned to Requesting Dept.
- Department attaches the Original to the Resolution to County Board
- Copy to Secretary of Oversight Committee to distribute in packets with Resolution
- Copy to Requesting Department File

**KENOSHA COUNTY  
BOARD OF SUPERVISORS**

RESOLUTION NO. \_\_\_\_\_

Subject: <p style="text-align: center;"><b>A RESOLUTION AUTHORIZING THE CLERK OF CIRCUIT COURT TO CONTRACT WITH THE WISCONSIN DEPARTMENT OF REVENUE FOR THE COLLECTION OF DEBT</b></p>			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: April 7, 2021		Date Resubmitted:	
Submitted By: Rebecca Matoska-Mentink, Clerk of Circuit Court			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: Rebecca Matoska-Mentink, Clerk of Circuit Court		Signature:	

**WHEREAS**, the Kenosha County Clerk of Circuit Court collects court-ordered financial obligations and has employed legal means to collect unpaid amounts; and

**WHEREAS**, the Kenosha County Clerk of Circuit Court employs several methods of collection included but not limited to income assignments, payment hearings, payments plans, judgment and tax refund intercept; and

**WHEREAS**, Wis. Stat. § 59.40(4) allows the Clerk of Circuit Court, if authorized by the Count Board under Wis. Stat. § 59.52(28), to contract with the Wisconsin Department of Revenue (DOR) for the collection of unpaid debt; and

**WHEREAS**, any agreement entered into with the DOR shall indicate that any collection fees incurred by DOR shall be in addition to the debt owed the Clerk of Circuit Court and charged by the DOR directly to the debtor; and

**WHEREAS**, the proceeds received by the Clerk of Circuit Court from the DOR shall be the entire amount of debt collected for purposes of distribution;

**NOW, THEREFORE, BE IT RESOLVED** by the Kenosha County Board of Supervisors that the Board hereby authorizes the Clerk of Circuit Court to contract with the DOR for the collection of unpaid debt pursuant to Wisconsin Statutes.

**BE IT FURTHER RESOLVED** that the County Board Chairperson and County Clerk are authorized to execute a contract to effectuate this purpose, subject to the review and approval of County Corporation Counsel.

JUDICIARY & LAW COMMITTEE:

Abstain Aye No

\_\_\_\_\_  
Boyd Frederick, Chairperson

\_\_\_\_\_  
David Celebre, Vice-Chairperson

\_\_\_\_\_  
Laura Belsky

\_\_\_\_\_  
Jerry Gulley

\_\_\_\_\_  
Mark Nordigan

\_\_\_\_\_  
Sharon Pomaville

\_\_\_\_\_  
Jeff Wamboldt

FINANCE/ADMINISTRATION COMMITTEE:

Abstain Aye No

\_\_\_\_\_  
Terry Rose, Chairperson

\_\_\_\_\_  
Jeff Gentz, Vice-Chairperson

\_\_\_\_\_  
John Franco

\_\_\_\_\_  
Ron Frederick

\_\_\_\_\_  
Ed Kubicki

\_\_\_\_\_  
Jeff Wamboldt

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Monica Yuhas