



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, JUNE 29, 2023 – 8:00 AM
ADMINISTRATION CENTER - ROOM A-200
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

1. CALL TO ORDER

A regular meeting of the Finance Committee was held in Room A-200 at the Administration Center.

Attendee Name	Title	Status	Arrived
P. Melotik	Chairperson	Present	
D. Larson	Vice-Chairperson	Present	
T. Winker	Supervisor District 1	Present	
E. Stelter	Supervisor District 18	Present	
J. Hagen	Supervisor District 13	Present	

Staff present: County Administrator Dzwinel, Corporation Counsel Gorden, Human Resources Director McDonell (8:02 AM), County Treasurer Tretow, Deputy Treasurer Morano, Finance Director McMahan (8:02 AM), Building Superintendent Tackes, Office Services Manager Cosgrove, Undersheriff Hermann (8:17 AM), Assistant Finance Director Pezanoski (8:17 AM), and Deputy County Clerk Niemuth.

Others Present: Dan Benson - Ozaukee Press

2. PROPER NOTICE

Chairperson Melotik called the meeting to order at 8:00 AM. The clerk noticed the meeting as required.

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There were none.

4. APPROVAL OF MINUTES

a. May 25, 2023

Motion to approve the May 25, 2023 minutes as submitted.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Winker, Supervisor District 1

SECONDER: E. Stelter, Supervisor District 18

AYES: Melotik, Larson, Winker, Stelter, Hagen

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corp. Counsel Finance Report

Ms. Gorden reported that financials are doing well.

Collections and guardianships have been reassigned within the department for efficiencies.

8:02 AM Human Resources Director McDonell and Finance Director McMahon joined the meeting.

Question on the resolution of the Attorney General's town road bridge aid.

8:17 AM Undersheriff Hermann and Assistant Finance Director Pezanoski joined the meeting.

6. ACTION ITEMS

a. Resolution: Increase of Revenue 2023 - Planning & Parks

Motion to approve the increase of revenue resolution amending the budget for the Planning and Parks Department to include the U.S. Fish and Wildlife Service Great Lakes Restoration Initiative Fish and Wildlife Management Assistance Grant of \$975,000. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: J. Hagen, Supervisor District 13

SECONDER: D. Larson, Vice-Chairperson

AYES: Melotik, Larson, Winker, Stelter, Hagen

b. Resolution: Supplemental Appropriation 2023 - Human Services

Question about the design and construction requirements.

Motion to approve the Supplemental Appropriation Budget Amendment for use of Human Services Fund balance to better secure the 3rd floor reception area. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: J. Hagen, Supervisor District 13

SECONDER: E. Stelter, Supervisor District 18

AYES: Melotik, Larson, Winker, Stelter, Hagen

c. Resolution: Repeal and Replace Section 5.01 (6) of the Ozaukee County Policy & Procedure Manual - Write-Off of Accounts Receivable

Ms. Gorden stated that Human Services is familiar with their population and financial vulnerability and are in a better position to determine whether debt is advisable to pursue, to continue pursuing, or to collect.

Discussion and questions regarding the State Debt Collection Program.

Motion to amend Chapter 5 of the Ozaukee County Policy and Procedural Manual by repealing and replacing Section 5.01 (6). This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: T. Winker, Supervisor District 1
SECONDER: E. Stelter, Supervisor District 18
AYES: Melotik, Larson, Winker, Stelter, Hagen

- d. Transfer of Funds - Change Order for Justice Center Training and Storage Facility
 Discussion on the design and design changes.

Mr. Dzwinel explained the cost effectiveness to implement the change at this point of the building phase.

Motion to approve the transfer of \$111,631 from the county's ARPA allocation to fund the expansion of the second floor of the Justice Center Storage and Training Facility. This will move forward to the Public Safety Committee for further action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: E. Stelter, Supervisor District 18
SECONDER: T. Winker, Supervisor District 1
AYES: Melotik, Larson, Winker, Stelter, Hagen

- e. Wire Transfers #3766 - #3788 and May Schedule of Vouchers

Motion to approve wire transfers #3766-#3788 and May 2023 Schedule of Vouchers in the amount of \$7,937,153.08.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: E. Stelter, Supervisor District 18
SECONDER: D. Larson, Vice-Chairperson
AYES: Melotik, Larson, Winker, Stelter, Hagen

7. DISCUSSION ITEMS

- a. ARPA Funds Status Update

Mr. Dzwinel distributed a report on the use of ARPA funds.

Discussion on fund allocation.

8:30 AM Supervisor Winker excused.

8. DEPARTMENT REPORTS

- a. County Clerk

There were no questions.

- b. Finance

Mr. McMahon reported that financials are doing well.

c. **Human Resources**

Mr. McDonnell stated communication regarding the new vacation accrual will be distributed to employees in July. The effective date is 08/01/2023.

Updates on employee engagement initiatives.

Tuition reimbursement is being reviewed as part of the compensation and benefit study.

d. **Information Technology**

Update on the Pinnacle Tower.

e. **Treasurer**

Update on tax collection and foreclosures.

9. NEXT MEETING DATE

July 27, 2023

10. ADJOURNMENT

Motion made by Supervisor Stelter, seconded by Supervisor Larson to adjourn. Motion carried. Meeting adjourned at 8:42 AM.

Karen J. Niemuth, Deputy County Clerk