



MINUTES
 FINANCE COMMITTEE
 REGULAR MEETING
THURSDAY, SEPTEMBER 28, 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, Human Resources Director McDonell (8:01 AM), County Treasurer Tretow, Deputy Treasurer Morano and Chief Deputy County Clerk Henning.

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. August 24, 2023

Motion to approve the August 24, 2023 minutes as submitted.

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

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corp. Counsel September 2023 Finance Report

There were no questions.

8:01 AM Human Resources Director McDonell joined the meeting.

6. DISCUSSION ITEMS

a. 2024 Budget Recommendations for Finance Committee

Mr. Dzwinel reviewed the budget highlights for the departments under the Finance Committee's oversight including:

County Clerk

Increase in expenses due to the presidential election cycle. There are no expansion requests. Review of performance metrics.

County Board

Budget remains flat. Wages will be established in November for the upcoming term. Budget will be adjusted upon any changes.

Corporation Counsel & Child Support

Increase in expenses due to salaries and benefits. Expansion requests for new position of Child Support Administrator and an upgrade to Child Support Legal Assistant. Review of performance metrics.

County Treasurer

Increase in expenses due to salaries and benefits. There are no expansion requests. Review of performance metrics.

Information Technology & Radio Services

Increase in expenses for purchased services and salaries and benefits.

General Fund

No assumed increase in sales tax revenue.

Grants and Non-Departmental

All grants currently assumed flat with the exception of the Federated Library System which has a slight increase.

Department of AdministrationHuman ResourcesFinance DepartmentCounty Administrator

Increase in expenses due to salaries and benefits. Expansion requests for new HR Coordinator position and HR implementation of a county-wide Tuition Reimbursement Program.

7. ACTION ITEMS

- a. Resolution: Amending Section 5.01(15)(A) of the Ozaukee County Policy & Procedure Manual - Designation of Depositories

Motion to approve the resolution noting a change in the depositories listed in the Ozaukee County Policy and Procedure Manual. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

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

b. 2023-19Annual Dog Listing Report 2023

Motion to approve the annual dog listing report as submitted. This report will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED AND FORWARDED [UNANIMOUS] **Next:**
10/4/2023 9:00 AM
MOVER: E. Stelter, Supervisor District 18
SECONDER: D. Larson, Vice-Chairperson
AYES: Melotik, Larson, Winker, Stelter, Hagen

c. Wire Transfers #3814 - #3862 and July/August Schedule of Vouchers

Motion to approve wire transfers #3814 - #3862 and July and August 2023 Schedule of Vouchers for a total of \$51,003,483.13.

FINANCE COMMITTEE

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

8. DEPARTMENT REPORTS

a. County Clerk

There were no questions.

b. Finance

Question on sales tax collection.

c. Human Resources

Update on health insurance renewal, annual employee engagement survey and explanation of 2024 budget expansion request for a HR Coordinator.

Questions and discussion on the 2024 budget expansion request for the Tuition Reimbursement Program.

d. Information Technology

Update on staffing, Pinnacle Tower and radio project.

e. Treasurer

Questions on upcoming municipal clerk/treasurer meeting, DANA account balance and foreclosures.

9. NEXT MEETING DATE

October 26, 2023

10. ADJOURNMENT

Motion made by Supervisor Winker, seconded by Supervisor Stelter to adjourn. Motion carried. Meeting adjourned at 8:52 AM.

Lisa M. Henning, Chief Deputy County Clerk