



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, SEPTEMBER 29, 2022 – 8:00 AM
ADMINISTRATION CENTER - AUDITORIUM
121 W MAIN STREET, PORT WASHINGTON, WI 53074

1. CALL TO ORDER

A regular meeting of the Finance Committee was held in the auditorium 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 Business Partner Etta, Human Resources Director McDonell, Finance Director McMahon (8:07am), Assistant Finance Director Pezanoski (8:28am), County Treasurer Morrison and Chief Deputy County Clerk Henning.

Others present: Supervisor Richart, Patrick Glynn, Carlson Dettmann Consulting, Robert Eggert and Matt Olson

Others present remotely: Dennis Buchholtz, Buchholtz CSM INC.

2. PROPER NOTICE

Chairperson Melotik called the meeting to order at 8:02 AM. The clerk noticed the meeting as required.

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There was none.

4. APPROVAL OF MINUTES

a. August 25, 2022

Motion to approve the August 25, 2022 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. ACTION ITEMS:

a. Request to Repurchase Property Acquired by County - Parcel # 13-050-22-14-000, City of Cedarburg (Site Address: N45 W5665 Spring St, Cedarburg, WI 53012)

Mr. Morrison explained that the former owner, Robert Eggert and his interested party, Matt Olson, are requesting a repurchase option which is allowed by County Ordinance.

Ms. Gorden's concern with the repurchase is that two owners were on the parcel originally and one is now deceased.

8:07 AM Finance Director McMahon joined the meeting.

With only one owner coming forward to request to repurchase, the question is how to quit claim the property back to Mr. Eggert when there were two prior owners. One possibility would be to vacate the judgment and file that with the Register of Deeds foreclosing in REM and then another order vacating the judgment against the property in REM.

Question as to whether this is a buildable lot.

Mr. Olson provided historical information on the lot and the tentative verbal agreement he had with Mr. Eggert to purchase the lot from him. Mr. Olson was not aware that the property was in jeopardy to be foreclosed upon and he would like to acquire the property.

Discussion on whether the property can be quit claimed back to Robert Eggert only and the process to do so. Ms. Gorden suggested a discussion with a title agent or real estate attorney to gain insight as to how they would handle this situation.

Ms. Gorden stated that the county does have another option which would be to sell the property by bid at the appraised value or higher.

Mr. Morrison stated that in order to not have the property assessed as government exempt, which would happen as of January 1, the property would have to be sold by mid-November.

Motion to postpone to the October 27, 2022 meeting.

FINANCE COMMITTEE

RESULT: POSTPONE [UNANIMOUS] **Next: 10/27/2022 8:00 AM**

MOVER: T. Winker, Supervisor District 1

SECONDER: E. Stelter, Supervisor District 18

AYES: Melotik, Larson, Winker, Stelter, Hagen

- b. Plan for Disposition of Property Acquired by County - Parcel # 13-050-22-14-000, City of Cedarburg (Site Address: N45 W5665 Spring St, Cedarburg, WI 53012)

Motion to postpone to the October 27, 2022 meeting.

FINANCE COMMITTEE

RESULT: POSTPONE [UNANIMOUS] **Next: 10/27/2022 8:00 AM**

MOVER: J. Hagen, Supervisor District 13

SECONDER: E. Stelter, Supervisor District 18

AYES: Melotik, Larson, Winker, Stelter, Hagen

6. DISCUSSION ITEMS:

- a. 2023 Budget Recommendation for Finance Committee

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

General Fund

Increase in revenue due to sales tax.

Department of Administration

Human Resources

Finance Department

County Administrator

Increase in expenses due to salaries and benefits. There are no expansion requests.

Review of Human Resources performance metrics.

8:28 AM Assistant Finance Director Pezanoski joined the meeting.

Corporation Counsel & Child Support

Increase in expenses due to salaries and benefits. There are no expansion requests.

Review of performance metrics.

County Board

Increase in expenses due to compensation for the new Board.

County Clerk

Decrease in expenses due to a less demanding election cycle. There are no expansion requests. Review of performance metrics.

County Treasurer

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

Information Technology & Radio Services

Increase in expenses for purchased services.

Grants and Non-Departmental

Increase in costs due to new grant requests.

b. Finance Strategic Plan and Performance Metrics Discussion

Mr. Dzwinel reviewed the performance metrics along with the 2023 budget recommendations.

7. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corporation Counsel Financial Report

There were no questions.

8. ACTION ITEMS: (cont.)

a. Resolution: Increase of Revenue 2022 - Planning & Parks

Motion to approve the increase of revenue resolution amending the budget for the Planning & Parks Department to include funds from the Wisconsin Department of Transportation - Transportation Alternatives Program Grant of \$999,212, Wisconsin

Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Grant of \$150,000 and the Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Grant of \$150,000. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** T. Winker, Supervisor District 1**SECONDER:** D. Larson, Vice-Chairperson**AYES:** Melotik, Larson, Winker, Stelter, Hagen

- b. 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 & 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:** D. Larson, Vice-Chairperson**AYES:** Melotik, Larson, Winker, Stelter, Hagen

- c. Resolution: Amending the Ozaukee County Policy and Procedure Manual Chapter 5.01(2)(h)(1)(b) and (j)(6) - County Investment Policy

Motion to approve the resolution noting a change to the County Investment Policy 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:** T. Winker, Supervisor District 1**SECONDER:** J. Hagen, Supervisor District 13**AYES:** Melotik, Larson, Winker, Stelter, Hagen

- d. Annual Dog Listing Report 2022

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:**
10/5/2022 9:00 AM**MOVER:** D. Larson, Vice-Chairperson**SECONDER:** E. Stelter, Supervisor District 18**AYES:** Melotik, Larson, Winker, Stelter, Hagen

- e. Resolution: Compensation Study - Market Placement and Implementation Recommendation

Mr. McDonell provided background on the goal of the compensation study and that staff is seeking input from the Finance Committee on Policy Questions #2 and 4: Market Placement and Implementation.

Mr. Glynn's presentation included What the Process is and What the Process is Not, Process Overview, Challenges in the Marketplace, Gap Between Voluntary Quits and Layoffs and Discharges, Employment Cost Index, Lower-End Wages on the Rise, Switching Jobs Still Paying Off, Total Rewards (Compensation, Benefits and Employee/Experience), Phases of Compensation Planning, Building a Pay Philosophy, Job Analysis & Evaluation, Market Comparisons, Market Competitiveness, Plan Design, and Plan Implementation.

Break: 9:58 AM

Reconvene: 10:02 AM

Mr. Dzwiniel explained the resolution recommends a 3% COLA increase, a blend of the 50%/90% percentile and a performance-based step plan. In addition, employee pay grade step increases would change from their anniversary date to January 1 of each year.

Discussion regarding the recession and inflation.

Motion to revise the resolution in the FURTHER RESOLVED paragraph *...and subsequently be placed into a step that provides [an increase ~~OR at least a \$1.00 increase~~ effective January 1, 2023; and.*

Further discussion regarding 50%/90% percentile range, definition of red circled employees, step increases in relation to anniversary date versus January 1, public employers versus private employers and competitive wages.

The vote was taken on the resolution as revised. 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

f. Wire Transfers #3566 - #3596 and August 2022 Schedule of Vouchers

Motion to approve wire transfers #3566 to #3596 and August 2022 Schedule of Vouchers for a total amount of \$45,246,824.11.

FINANCE COMMITTEE

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

g. 2023-2027 L3Harris Managed Services Agreement

Mr. Dzwinel explained that the county has been negotiating with L3Harris to secure long-term maintenance and support of the radio system. The results of the negotiations have been successful and the end of the quarter pricing is favorable.

Discussion on cost and the possibility of other vendors to provide the services.

Motion to authorize the County Administrator to execute the 2023-2027 Managed Services Agreement between Ozaukee County and L3Harris.

FINANCE COMMITTEE

RESULT: APPROVED [4 TO 1]**MOVER:** T. Winker, Supervisor District 1**SECONDER:** D. Larson, Vice-Chairperson**AYES:** Melotik, Larson, Winker, Hagen**NAYS:** Stelter**9. DEPARTMENT REPORTS**

a. County Clerk

10:55 AM Supervisor Larson excused.

There were no questions.

b. Finance

Update on sales tax.

c. Human Resources

Supervisor Winker suggested the employee engagement survey results be shared with all County Board Supervisors.

Discussion on employee engagement and leadership development/training available to employees.

d. Information Technology

Update on transition to Microsoft 365.

e. County Treasurer

Update on the transition to the new Treasurer.

Mr. Morrison suggested a full internal audit of his department as he is leaving the position before the end of his term.

Update on foreclosures.

10. NEXT MEETING DATE

October 27, 2022

11. ADJOURNMENT

Motion made by Supervisor Winker, seconded by Supervisor Stelter to adjourn. Motion carried. Meeting adjourned at 11:15 AM.

Lisa M. Henning, Chief Deputy County Clerk