



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, JANUARY 26, 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	Absent	8:03 AM
J. Hagen	Supervisor District 13	Present	

Staff present: County Administrator Dzwinel, Corporation Counsel Gorden, Human Resources Director McDonell, County Treasurer Tretow, Deputy Treasurer Morano, Finance Director McMahon (8:05 AM), Deputy County Clerk Niemuth and Chief Deputy County Clerk Henning.

Others present: Matt Olson, Robert Eggert and S. Duane Stroebel

2. PROPER NOTICE

Chairperson Melotik called the meeting to order at 8:01 AM. The clerk noticed the meeting as required.

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

Chief Deputy County Clerk Henning informed the committee that a communication regarding the land sale was emailed to the members yesterday. A hard copy of the communication was distributed to the members that did not receive the email prior to the meeting.

4. APPROVAL OF MINUTES

a. December 22, 2022

Motion to approve the December 22, 2022 minutes as submitted.

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

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corporation Counsel Financial Report

Ms. Gorden reported on 2022 year end financials.

8:03 AM Supervisor Stelter in attendance.

6. ACTION ITEMS

- a. Bid Opening & Acceptance of Sale of Tax Deed Property, City of Cedarburg, N45 W5665 Spring St, Parcel# 13-050-22-14-000

8:05 AM Finance Director McMahon joined the meeting.

Chairperson Melotik reviewed the two (2) bids received at the December 22, 2022 meeting; 1) Matthew and Monica Olson - \$5,550 and 2) S. Duane Stroebel, Terrace Realty - \$8,125. All bids were received timely with a 10% down payment.

Mr. Olson addressed the committee highlighting items he believes should be considered as part of the decision making process for the sale of the property. Mr. Olson also stated he has backing from several neighbors supporting his purchase of the property.

Mr. Stroebel addressed the committee explaining that there is a process within state statute to follow in regards to tax foreclosed property which he has followed. Mr. Stroebel did contact the City of Cedarburg and there is a strong possibility that a home could be placed on the property.

Ms. Gorden stated that, per state statute, the committee may accept the bid that is most advantageous to the county but the bid cannot be less than the appraised value.

Further discussion on the potential development of the property.

Motion made to accept the bid for \$8,125 from S. Duane Stroebel, Terrace Realty.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Winker, Supervisor District 1

SECONDER: J. Hagen, Supervisor District 13

AYES: Melotik, Larson, Winker, Stelter, Hagen

- b. Resolution: Authorization of Sale of Tax Deed Property, City of Cedarburg - N45 W5665 Spring Street, City of Cedarburg, Parcel# 13-050-22-14-000

Motion to approve the resolution authorizing the sale of the county owned property located at N45 W5665 Spring St., City of Cedarburg. This will move forward to the County Board for final approval.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: E. Stelter, Supervisor District 18

SECONDER: J. Hagen, Supervisor District 13

AYES: Melotik, Larson, Winker, Stelter, Hagen

- c. Resolution: Increase of Revenue 2023 - Planning & Parks; Public Health

Motion to approve the increase of revenue resolution amending the budget for the Planning & Parks Department to include funds from the WE Energies Foundation Grant -

\$2,500; American Transmission Company (ATC) Community Planting Program Grant - \$5,000; Clean Farm Families Soil Health Program Grant - \$3,000; City of Port Washington Contribution for Mineral Springs Creek - \$65,000; Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Grant - \$37,050 and State Opioid Response Funding - \$10,000. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** D. Larson, Vice-Chairperson**SECONDER:** E. Stelter, Supervisor District 18**AYES:** Melotik, Larson, Winker, Stelter, Hagen**d. Report of County Board/Citizen Attendance and Mileage**

Motion to approve the report for the County Board and Citizen members attendance and mileage for July 1-December 31, 2022. The report will move forward to the County Board for final action.

FINANCE COMMITTEE**RESULT: APPROVED AND FORWARDED [UNANIMOUS] Next: 2/1/2023 9:00 AM****MOVER:** T. Winker, Supervisor District 1**SECONDER:** D. Larson, Vice-Chairperson**AYES:** Melotik, Larson, Winker, Stelter, Hagen**e. Wire Transfers #3655 - #3675 and December 2022 Schedule of Vouchers**

Motion to approve wire transfers #3655-#3675 and December 2022 Schedule of Vouchers for a total amount of \$5,999,960.03.

FINANCE COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** E. Stelter, Supervisor District 18**SECONDER:** D. Larson, Vice-Chairperson**AYES:** Melotik, Larson, Winker, Stelter, Hagen**7. DEPARTMENT REPORTS****a. County Clerk**

Questions on the November 2022 voting equipment audit.

b. Finance

Update on sales tax.

c. Human Resources

Update on voluntary benefits, wellness program and Waukesha County Technical College Leadership Training.

Questions on culture change and financials.

d. Information Technology

Update on implementation of Microsoft 365 and programming for the Radio System.

Question on financials.

e. County Treasurer

Update on settlement, tax collection and staffing.

Revolving Loan Fund presentation will take place at the Executive Committee meeting on February 27, 2023.

8. NEXT MEETING DATE

February 23, 2023

9. ADJOURNMENT

Motion made by Supervisor Larson, seconded by Supervisor Stelter to adjourn. Motion carried. Meeting adjourned at 8:57 AM.

Lisa M. Henning, Chief Deputy County Clerk