



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, JUNE 27, 2024 – 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
E. Stelter	Chairperson	Present	
D. Larson	Vice-Chairperson	Late	8:01 AM
T. Richart	Supervisor District 12	Present	
D. Clark	Supervisor District 5	Present	
J. Arnett	Supervisor District 17	Present	

Staff present: County Administrator Dzwinel, Corporation Counsel Gorden, County Treasurer Tretow, Deputy Treasurer Morano, Human Resources Director McDonell, Finance Director McMahon (8:03 AM), and Deputy County Clerk Quaas.

2. PROPER NOTICE

Chairperson Stelter 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 23, 2024

Motion to approve the May 23, 2024 minutes as submitted.

FINANCE COMMITTEE
RESULT: **APPROVED [UNANIMOUS]**
MOVER: D. Clark, Supervisor District 5
SECONDER: T. Richart, Supervisor District 12
AYES: Stelter, Richart, Clark, Arnett
ABSENT: Larson

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corporation Counsel Finance Report

Ms. Gorden explained the Corporation Counsel Department's budget and how they receive reimbursement from the state.

8:01 AM Supervisor Larson in attendance.

8:03 AM Finance Director McMahon joined the meeting.

6. ACTION ITEMS

a. Resolution: Increase of Revenue 2024 - Public Health

Motion to approve the increase of revenue resolution amending the budget for the Public Health Department to include funds from Wisconsin Department of Natural Resources 2024 Wisconsin Beach Monitoring Program Grant - \$10,665, Wisconsin Department of Health Services Lead Testing in School and Child Care Programs Drinking Water Grant - \$49,200. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: D. Larson, Vice-Chairperson

SECONDER: J. Arnett, Supervisor District 17

AYES: Stelter, Larson, Richart, Clark, Arnett

b. Resolution: Amending Chapter 3 of the Ozaukee County Policy and Procedure Manual – Creation of Quality Improvement and Communications Manager

Motion to approve the resolution to amend Chapter 3 to reflect the request for one (1) full-time Creation of Quality Improvement and Communications Manager Position at Pay Grade 15. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: D. Larson, Vice-Chairperson

SECONDER: D. Clark, Supervisor District 5

AYES: Stelter, Larson, Richart, Clark, Arnett

c. Resolution: Amending Section 4.03(28) of the Ozaukee County Policy and Procedure Manual – Education and Tuition Assistance Program

Mr. McDonell provided a background on the tuition reimbursement program, how Ozaukee County compares to other area counties in their reimbursement amounts offered, and highlighted the proposed changes in the program.

Motion made by Supervisor Richart, seconded by Supervisor Clark to revise the resolution to include the following language after section (28)(c) 1. f. Reimbursement: (2)(a): “for all approved courses that are applicable to the Education and Tuition Assistance Program.” A voice vote was taken, motion carried.

Motion to approve the resolution, as revised, to amend Section 4.03(28) Education and Tuition Assistance Program of 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: D. Larson, Vice-Chairperson

SECONDER: J. Arnett, Supervisor District 17

AYES: Stelter, Larson, Richart, Clark, Arnett

d. Wire Transfers #4049 - #4071 and May Schedule of Vouchers

Motion to approve wire transfers #4049-#4071 and May 2024 Schedule of Vouchers for a total amount of \$6,385,732.05.

FINANCE COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: D. Larson, Vice-Chairperson

SECONDER: D. Clark, Supervisor District 5

AYES: Stelter, Larson, Richart, Clark, Arnett

7. DEPARTMENT REPORTS

a. County Clerk

There were no questions.

b. Finance

Mr. McMahon provided a sales tax update and reported that the annual audit summary will be presented at an upcoming County Board meeting.

Questions on sales tax and “other expenses” reported in the financial report.

c. Human Resources

Mr. McDonell provided updates on health insurance renewal, employee cookout, Ozaukee County fair, and the enterprise resource planning system project selection.

d. Information Technology

Mr. Dzwinel informed the committee that there has been discussion with the Washington County Sheriff's Department regarding the radio system integration.

e. County Treasurer

Ms. Tretow provided an update on tax collection in July and the tax foreclosure list.

Questions on special assessments collected.

8. NEXT MEETING DATE

July 25, 2024

9. ADJOURNMENT

Motion made by Supervisor Clark, seconded by Supervisor Richart to adjourn. Motion carried. Meeting adjourned at 8:48 AM.

Tyler Quaas, Deputy County Clerk