



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, JULY 25, 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 (8:02 AM), Finance Director McMahon (8:02 AM), Assistant Finance Director Pezanoski (8:49 AM), and County Clerk Niemuth.

Others Present: David Minch - KerberRose Certified Public Accountants

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. June 27, 2024

Motion to approve the June 27, 2024 minutes as submitted.

FINANCE COMMITTEE	
RESULT:	APPROVED [UNANIMOUS]
MOVER:	T. Richart, Supervisor District 12
SECONDER:	J. Arnett, Supervisor District 17
AYES:	Stelter, Richart, Clark, Arnett
ABSENT:	Larson

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corporation Counsel Finance Report

There were no questions.

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

the meeting.

Ms. Gorden provided an overview of Corporation Counsel goals including: transitioning Child Support to a paperless office, redesigning the front window for safety to minimize workplace risk, succession planning, and recruitment strategies.

6. DISCUSSION ITEMS

a. Review of 2023 Audit Report - KerberRose Certified Public Accountants

Mr. Minch conducted a PowerPoint presentation which included Summary of Audit Results, Congratulations extended to the County on receiving the Certificate of Achievement for Excellence in Financial Reporting for eighteen (18) consecutive years, Fund Balance Policy, Business-Type Activities, Debt Service, Upcoming Standards, and Single Audit. Questions were addressed during the presentation.

b. 2024-2026 Finance Committee Goals

Mr. Dzwinel provided a background on the inception of the goal implementation.

Ms. Tretow talked about the Treasurer's Department goals including: retaining a working partnership with the Register of Deeds/Property Tax Lister and cross-training.

8:49 AM Assistant Finance Director Pezanoski joined the meeting.

Mr. McMahon and Mr. McDonell explained the partnership goal of implementing new Enterprise Resource Planning (ERP) software by January 2027.

Mr. McDonell highlighted the Human Resources department goals including: increasing employee engagement, achieving HR Operational Excellence, and improving the employee benefit package.

Mr. Dzwinel gave an overview of the Information Technology department goals including: replacing Network Switch Infrastructure at Lasata Care Center, replacing Fortigate Firewalls, Pinnacle Tower upgrade, and transferring the Public Safety Answering Services from the City of Cedarburg to the Ozaukee County Sheriff's Department Dispatch Center.

Ms. Niemuth spoke about the County Clerk department goals including: identifying new Agenda Management Software, succession planning, and reconfiguring the mail room to better utilize empty space.

7. ACTION ITEMS

a. REP. 24-1: County Board/Citizen Attendance & Mileage

Motion to approve the report for the County Board and Citizen members attendance and mileage for January 1-June 30, 2024. The report will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: **APPROVED AND FORWARDED [4 TO 1]** **Next: 8/7/2024 9:00 AM**

MOVER: D. Larson, Vice-Chairperson

SECONDER: D. Clark, Supervisor District 5

AYES: Stelter, Larson, Clark, Arnett

NAYS: Richart

b. Wire Transfers #4072 - #4092 and June Schedule of Vouchers

Motion to approve wire transfers #4072-#4092 and June 2024 Schedule of Vouchers for a total amount of \$5,975,086.16.

FINANCE COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: D. Larson, Vice-Chairperson

SECONDER: E. Stelter, Chairperson

AYES: Stelter, Larson, Richart, Clark, Arnett

8. DEPARTMENT REPORTS

a. County Clerk

There were no questions.

b. Finance

Update on sales tax.

c. Human Resources

Update on employee appreciation cook out and County Fair employee discounts.

d. Information Technology

Update on CrowdStrike outage.

e. County Treasurer

Update on tax collection and foreclosures.

9. NEXT MEETING DATE

August 29, 2024

10. ADJOURNMENT

Motion made by Supervisor Arnett, seconded by Supervisor Stelter to adjourn. Motion carried. Meeting adjourned at 9:39 AM.

Karen J. Niemuth, County Clerk