



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
FRIDAY, NOVEMBER 22, 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
D. Larson	Vice-Chairperson	Excused	
T. Richart	Supervisor District 12	Present	
D. Clark	Supervisor District 5	Absent	
J. Arnett	Supervisor District 17	Present	
E. Stelter	Chairperson	Present	

Staff Present: County Administrator Dzwinel, Corporation Counsel Gorden, County Treasurer Tretow, Human Resources Director McDonell, Finance Director McMahon, Assistant Finance Director Pezanoski and County Clerk Kretlow.

2. PROPER NOTICE

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

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There were none.

4. APPROVAL OF MINUTES

a. October 24, 2024

Motion to approve the October 24, 2024 minutes as submitted.

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

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corp. Counsel Finance Report - Nov. 2024 Meeting

There were no questions.

6. ACTION ITEMS

a. Resolution: Increase of Revenue 2024 - Planning & Parks

Motion to approve the increase of revenue resolution amending the budget for the Planning and Parks Department to include funds from the Wisconsin Department of Natural Resources County Conservation Grant - \$2,000; Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Program Grant - \$249,690; Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Program Grant - \$249,999; National Fish and Wildlife Foundation Sustain Our Great Lakes Grant - \$500,000 and Wisconsin Department of Natural Resources Office of Great Waters Grant - \$350,000. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** T. Richart, Supervisor District 12**SECONDER:** J. Arnett, Supervisor District 17**AYES:** Richart, Arnett, Stelter**ABSENT:** Clark**EXCUSED:** Larson**b. Resolution: Cancellation of 2022 Outstanding Orders**

Motion to approve the resolution for the cancellation of 2022 Outstanding Orders. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** E. Stelter, Chairperson**SECONDER:** J. Arnett, Supervisor District 17**AYES:** Richart, Arnett, Stelter**ABSENT:** Clark**EXCUSED:** Larson**c. Resolution: Amending Chapter 3.01 of the Policy and Procedure Manual - Creation of a Chief Deputy Medical Examiner**

Motion to approve the resolution amending Chapter 3.01 of the Policy and Procedure Manual to create a Chief Deputy Medical Examiner position. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** E. Stelter, Chairperson**SECONDER:** J. Arnett, Supervisor District 17**AYES:** Richart, Arnett, Stelter**ABSENT:** Clark**EXCUSED:** Larson

d. Resolution: Wisconsin Counties Association & National Association of Counties 2025 Membership Dues

Motion to approve the resolution to submit payment for 2024 WCA and NaCo dues.
This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: T. Richart, Supervisor District 12

SECONDER: J. Arnett, Supervisor District 17

AYES: Richart, Arnett, Stelter

ABSENT: Clark

EXCUSED: Larson

e. Wire Transfers #4165 - #4185 and October Vouchers

Motion to approve wire transfers #4165 - #4185 and October 2024 vouchers for a total amount of \$6,332,648.51.

FINANCE COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: E. Stelter, Chairperson

SECONDER: J. Arnett, Supervisor District 17

AYES: Richart, Arnett, Stelter

ABSENT: Clark

EXCUSED: Larson

7. DISCUSSION ITEMS

a. Planning for ARPA Deadline

Review and discussion on the ARPA Funds Deadline.

Supervisors unanimously agreed to move this to the Executive Committee.

8. DEPARTMENT REPORTS

a. County Clerk

There were no questions

b. Finance

There were no questions

c. Human Resources

Questions and discussion on hiring process for vacant positions.

Update on the employee engagement survey to be distributed in December. Health insurance open enrollment has closed

d. Information Technology

Discussion on vacant positions.

e. County Treasurer

Update on tax bills and foreclosures.

9. NEXT MEETING DATE

December 20, 2024 - Friday, 8:00 AM

10. ADJOURNMENT

Motion made by Supervisor Richart, seconded by Supervisor Arnett to adjourn. Motion carried. Meeting adjourned at 8:35 AM.

Kellie R. Kretlow, County Clerk