



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
FRIDAY, DECEMBER 20, 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	Absent	
T. Richart	Supervisor District 12	Present	
D. Clark	Supervisor District 5	Present	
J. Arnett	Supervisor District 17	Excused	
E. Stelter	Chairperson	Present	

Staff Present: Corporation Counsel Gorden, County Treasurer Tretow, Deputy Treasurer Morano, Human Resources Director McDonell, Finance Director McMahon and County Clerk Kretlow.

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. Approval of Minutes - November 22 and December 4, 2024

Motion to approve the November 20 and December 4, 2024 minutes as submitted.

FINANCE COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: T. Richart, Supervisor District 12

SECONDER: D. Clark, Supervisor District 5

AYES: Richart, Clark, Stelter

ABSENT: Larson

EXCUSED: Arnett

5. CORPORATION COUNSEL DEPARTMENT REPORT

- a. Corp. Counsel Finance Report Dec. 2024 Mtg.

There were no questions.

6. ACTION ITEMS

- a. Increase of Revenue - Planning and Parks 2024

Motion to approve the increase of revenue resolution amending the budget for the Planning and Parks Department to include funds from 2024 Clean Families Soil Health Incentive Program - \$2,000, Wisconsin Department of Natural Resources Regular Urban Forestry Grant - \$25,000, National Fish and Wildlife - National Coastal Resilience Fund (NCFR) - \$250,000, WE Energies Foundation Grant - \$5,000 This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** E. Stelter, Chairperson**SECONDER:** D. Clark, Supervisor District 5**AYES:** Richart, Clark, Stelter**ABSENT:** Larson**EXCUSED:** Arnett**b. Agenda/Minute Software - Civics Plus**

Discussion and questions on terms of contract.

Motion to approve contract with Civics Plus for the agenda minute software used for the County.

FINANCE COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** D. Clark, Supervisor District 5**SECONDER:** T. Richart, Supervisor District 12**AYES:** Richart, Clark, Stelter**ABSENT:** Larson**EXCUSED:** Arnett**c. 2025 Property Insurance**

Discussion and questions on policy.

Motion to approve the contract with County Mutual as the County Property Insurance Carrier.

FINANCE COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** T. Richart, Supervisor District 12**SECONDER:** E. Stelter, Chairperson**AYES:** Richart, Clark, Stelter**ABSENT:** Larson**EXCUSED:** Arnett**d. Wire Transfers #4186 - #4205 and November Vouchers**

Motion to approve wire transfers #4186 - #4205 and November 2024 vouchers for a total amount of \$5,448,450.03.

FINANCE COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** D. Clark, Supervisor District 5**SECONDER:** T. Richart, Supervisor District 12**AYES:** Richart, Clark, Stelter**ABSENT:** Larson**EXCUSED:** Arnett**7. DEPARTMENT REPORTS****a. County Clerk**

There were no questions

b. Finance

There were no questions

c. Human Resources

Employee survey has closed, and we have a 63% participation rate.

Supervisor Richart questioned the bonus program and the participation of department head recommendations for bonuses. Supervisor Richart would like to see a report with results.

d. Information Technology

There were no questions

e. Treasurer Report

Update on tax bills and foreclosures

Discussion and questions on money market accounts and revolving loan fund.

8. NEXT MEETING DATE

January 23, 2025

9. ADJOURNMENT

Motion made by Supervisor Clark, seconded by Supervisor Richart to adjourn. Motion carried. Meeting adjourned at 8:25 AM.

Kellie R. Kretlow, County Clerk