MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, APRIL 24, 2025 – 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	Present	
T. Richart	Supervisor District 12	Present	
D. Clark	Supervisor District 5	Present	
J. Arnett	Supervisor District 17	Present	

Staff Present: Corporation Counsel Gorden, County Treasurer Tretow, Human Resources Director McDonell , Assistant Finance Director Pezanoski 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. March 27, 2025

Motion to approve the March 27, 2025 minutes as submitted.

FINANCE COMMITTEE
RESULT: **APPROVED [UNANIMOUS]**
MOVER: D. Larson, Vice-Chairperson
SECONDER: E. Stelter, Chairperson
AYES: Stelter, Larson, Richart, Clark, Arnett

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corp. Counsel Finance Report April 2025 Mtg.

Update and discussion on tax delinquent contaminated foreclosure properties.

6. ACTION ITEMS

a. Resolution: Increase of Revenue 2025 - Public Health

Motion to approve the increase of revenue resolution amending the budget for the Public Health Department to include funds from the Wisconsin Department of Natural Resources 2025 Beach Monitoring Grant - $10,260. This resolution will move forward to the County Board for final action.

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

b. Resolution: Transfer of Funds - Highway Salt Brine Building 2025

Motion to approve the resolution for the transfer $110,994.65 from Highway Internal Fund 601 to Count Capital Project Fund 219. 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

c. Wire Transfers #4286 - #4305 and March Vouchers

Motion to approve wire transfers #4286 - #4305 and March 2025 Schedule of Vouchers for a total amount of $11,178,061.56.

FINANCE COMMITTEE
RESULT: **APPROVED [UNANIMOUS]**
MOVER: E. Stelter, Chairperson
SECONDER: D. Larson, Vice-Chairperson
AYES: Stelter, Larson, Richart, Clark, Arnett

7. DISCUSSION ITEMS

There were none.

8. DEPARTMENT REPORTS

a. County Clerk

Update on staffing.

b. Finance

Update and discussion on annual financial audit and ERP process.

c. Human Resources

Update and discussion on upcoming health insurance renewal, workman's compensation training, leadership training, policy and procedure update and ERP RFP.

d. Information Technology

There were none.

e. County Treasurer

Update on the April lottery credit, assessments with municipalities, and new credit card processing system.

9. NEXT MEETING DATE

To be determined

Discussion on a new proposed day and time proposed by County Clerk Kretlow per the committee's request in March.

Motion to approve the 4th Wednesday of the month at 8:00 am as a trial basis from May to August made by Supervisor Clark, seconded by Supervisor Larson. Motion carried 5-0.

10. ADJOURNMENT

Motion made by Supervisor Clark, seconded by Supervisor Larsen to adjourn. Motion carried. Meeting adjourned at 8:27 AM.

Kellie R. Kretlow, County Clerk