



FINANCE COMMITTEE

MEETING MINUTES
REGULAR MEETING
JUNE 25, 2025

1. CALL TO ORDER

A regular meeting of the Finance Committee was held in room A-200 at the Administration Center.

Present	Supervisor Eric Stelter, Supervisor Tom Richart, Supervisor Don Clark, Supervisor Jack Arnett
Absent	None
Excused	Supervisor David Larson

Staff present: Corporation Counsel Gorden, County Administrator Dzwinel, County Treasurer Tretow, Human Resources Director McDonell, Finance Director McMahon, Assistant Finance Director Pezanoski and Chief Deputy County Clerk Henning.

Others present: Bart Hawley and Amber Drewieske - CliftonLarsonAllen

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

May 28, 2025

Motion	Motion to approve the May 28, 2025 minutes as submitted.
Result:	Passed
Moved by:	Tom Richart
Seconded by:	Jack Arnett
Ayes:	Eric Stelter, Tom Richart, Don Clark, Jack Arnett
Nays:	None
Abstain:	None

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corporation Counsel Finance Report

There were no questions.

Chairperson Stelter requested to move ahead in the agenda to Item #7.b - Resolution: Property Tax Foreclosure Burr Lane Cedarburg. There were no objections.

6. PRESENTATION

- a. Business Opportunity Assessment
County Financial Process Assessment and Recommendation
Presented by CliftonLarsonAllen (CLA)

Bart Hawley and Amber Drewieske conducted a presentation that included key findings and recommendations based on the three (3) main objectives of the assessment: Structure, Processes and Systems. Questions were addressed after the presentation.

7. ACTION ITEMS

- a. Resolution: Increase of Revenue - Planning & Parks 2025

Motion:	Motion to approve the increase of revenue resolution amending the budget for the Planning and Parks Department to include funds from the Healing Our Waters Great Lakes Coalition Grant - \$16,000. This resolution will move forward to the County Board for final action.
Result:	Passed
Moved by:	Jack Arnett
Seconded by:	Don Clark
Ayes:	Eric Stelter, Don Clark, Tom Richart, Jack Arnett
Nays:	None
Abstain:	None

- b. Resolution: Property Tax Foreclosure Burr Lane Cedarburg

Ms. Gorden explained that an individual is currently interested in purchasing the property and has taken numerous steps to accomplish this. Typically, one who has interest in redeveloping a contaminated tax delinquent property would enter into an agreement with the Department of Natural Resources (DNR) for cleanup and enter into an agreement with the County to take title of the property through *in rem* property tax foreclosure under s. 75.106, Wis Stats. However, in this matter, the DNR has declined this individual's request for cleanup.

Questions and discussion on the property's foreclosure, the county's potential immunity from liability if it were to seize title through in rem property tax foreclosure, and what would happen if the county chose not to foreclose.

Motion:	Motion to approve the resolution authorizing Corporation Counsel to obtain and review a Department of Natural Resources liability letter opinion at a cost of \$700 and to proceed with in rem property tax foreclosure on tax parcel number 130510114004 unless the DNR letter indicates that the County faces significant environmental liability exposure. This resolution will move forward to the County Board for final action.
Result:	Passed
Moved by:	Eric Stelter
Seconded by:	Jack Arnett
Ayes:	Eric Stelter, Tom Richart, Don Clark, Jack Arnett
Nays:	None
Abstain:	None

Chairperson Stelter reverted to the order of the agenda.

- c. Approve Wisconsin Department of Military Affairs PSAP Grant to Purchase Radios and Equipment

Motion:	Motion to approve the Wisconsin Department of Military Affairs PSAP Grant and setting up an account in the Capital Reserve Fund to collect the grant proceeds and pay for the 90% grant funded portion and the 10% County match.
Result:	Passed
Moved by:	Tom Richart
Seconded by:	Eric Stelter
Ayes:	Eric Stelter, Tom Richart, Don Clark, Jack Arnett
Nays:	None
Abstain:	None

d. Wire Transfers #4328 - #4343 and May Vouchers

Motion:	Motion to approve wire transfers #4238-#4343 and May 2025 Schedule of Vouchers in the amount of \$6,462,857.95.
Result:	Passed
Moved by:	Jack Arnett
Seconded by:	Eric Stelter
Ayes:	Eric Stelter, Tom Richart, Don Clark, Jack Arnett
Nays:	None
Abstain:	None

8. DISCUSSION ITEMS

9. DEPARTMENT REPORTS

a. County Clerk

There were no questions.

b. Finance

Update on the audit and sales tax. A list of properties owned by the County, requested at the May meeting, is in process and forthcoming.

c. Human Resources

Update on 2025 department goals.

d. Information Technology

Update on capital project fund items.

e. County Treasurer

Update on farm drainage billing and credit card vendor. Question on Revolving Loan Fund.

10. NEXT MEETING DATE

Wednesday, July 23, 2025

11. ADJOURNMENT

Motion made by Supervisor Clark, seconded by Supervisor Stelter to adjourn. Motion carried. Meeting adjourned at 9:20 AM.

Lisa M. Henning, Chief Deputy County Clerk