



FINANCE COMMITTEE

MEETING MINUTES
REGULAR MEETING
DECEMBER 19, 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 David Larson, Supervisor Don Clark, Supervisor Jack Arnett
Absent	None
Excused	None

Staff present: County Administrator Dzwinel, Treasurer Tretow, Finance Director McMahon (8:05 AM), Human Resources Director McDonell, and County Clerk Kretlow.

Others Present: Andrea Mendez Barruita, Pablo Barrutia, Michael Lauer, and Frank Ball.

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

November 21, 2025

Motion:	Motion to approve the November 21, 2025 minutes as submitted.
Result:	Passed
Moved by:	Jack Arnett
Seconded by:	Don Clark
Ayes:	Eric Stelter, David Larson, Don Clark, Jack Arnett
Nays:	None
Abstain:	None

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corporation Counsel Finance Report - Dec. 2025 Meeting

There were no questions.

6. ACTION ITEMS

- a. Bid Opening and Acceptance of Sale of Tax Deed Property, City of Mequon, 4129 W. Scenic Avenue, Parcel# 14-083-03-11-000, Residential Lot with Improvements.

Mr. Dzwinel explained that the bids are sealed and must be accompanied by a check for 10% of the bid amount. The county received five (5) bids to review.

Motion:	Motion to accept the highest bid in the amount of \$261,500.
Result:	Passed
Moved by:	Don Clark David Larson
Ayes:	Eric Stelter, David Larson, Don Clark, Jack Arnett
Nays:	None
Abstain:	None

- b. Resolution: Authorization of Sale of Tax Deed Property, City of Mequon, 4129 W. Scenic Avenue, Parcel# 14-083-03-11-000, Residential lot with improvements.

Motion:	Motion to approve the resolution authorizing the sale of tax deed property in the City of Mequon. 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, David Larson, Don Clark, Jack Arnett
Nays:	None
Abstain:	None

- c. Bid Opening and Acceptance of Sale of Tax Deed Property, City of Cedarburg, N37 W5537 Burr Lane, Parcel# 13-051-01-14-004 (Contaminated Parcel), Vacant Land.

The county received two (2) bids to review.

Motion:	Motion to accept the highest bid in the amount of \$20,100.
Result:	Passed
Moved by:	Don Clark
Seconded by:	David Larson
Ayes:	Eric Stelter, David Larson, Don Clark, Jack Arnett
Nays:	None
Abstain:	None

- d. Resolution: Authorization of Sale of Tax Deed Property, City of Cedarburg, N37 W5537 Burr Lane, Parcel# 13-051-01-14-004 (Contaminated Parcel), Vacant Land.

Motion:	Motion to approve the resolution authorizing the sale of the tax deed property in the City of Cedarburg. This resolution will move forward to the County Board for final action.
Result:	Passed
Moved by:	Don Clark
Seconded by:	David Larsen
Ayes:	Eric Stelter, David Larson, Don Clark, Jack Arnett
Nays:	None
Abstain:	None

- e. Approve Employee Benefit and Risk Management Consulting Agreement with Ansay and Associates

Mr. Dzwinel provided background information and answered questions.

Motion:	Motion to approve the 2026 Employee Benefit and Risk Management Consulting Agreement with Ansay and Associates.
Result:	Passed
Moved by:	Eric Stelter
Seconded by:	David Larson
Ayes:	Eric Stelter, David Larson, Don Clark, Jack Arnett
Nays:	None
Abstain:	None

- f. Wire Transfers #4459 - #4467 and November Vouchers

Motion:	Motion to approve wire transfers #4459 - #4467 and November 2025 Schedule of Vouchers for a total amount of \$1,222,98.87.
Result:	Passed
Moved by:	Jack Arnett
Seconded by:	Don Clark
Ayes:	David Larson, Don Clark, Jack Arnett
Nays:	None
Abstain:	Eric Stelter

7. DEPARTMENT REPORTS

- a. County Clerk

Update on 2026 elections and training.

- b. Finance

Update on ERP software, revenue and accounting policies.

- c. Human Resources

Update on the Sheriff's agreement with the union and employee survey.

- d. Information Technology

Update on staffing and audio/video capabilities in the auditorium.

- e. County Treasurer

Update on taxes and foreclosures.

8. NEXT MEETING DATE

January 28, 2025

9. ADJOURNMENT

Motion made by Supervisor Larson, seconded by Supervisor Clark to adjourn. Motion carried. Meeting adjourned at 8:32 AM.

Kellie Kretlow
County Clerk