



## FINANCE COMMITTEE

MEETING MINUTES  
REGULAR MEETING  
MARCH 25, 2026

### 1. CALL TO ORDER

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

|                |                                                                                                |
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| <b>Present</b> | Supervisor Eric Stelter, Supervisor David Larson, Supervisor Don Clark, Supervisor Jack Arnett |
| <b>Absent</b>  | None                                                                                           |
| <b>Excused</b> | None                                                                                           |

Staff present: County Administrator Dzwiniel (via Microsoft Teams), Human Resources Director McDonell, Corporation Counsel Gorden, Finance Director McMahon, County Treasurer Tretow, Assistant Finance Director Pezanoski, Clerk of Courts Mueller, Sheriff Knowles, Undersheriff Hermann, Land and Water Management Director Vogel, Planning and Parks Director Struck, Accounting Manager Hoffman, and County Clerk Kretlow.

Others present: Scott Fischer, Brian Schell - Iteria US, Supervisor Nelson and Supervisor Ross (9:13 AM)

### 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

February 25, 2026

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| <b>Motion:</b>      | Motion to approve the February 25, 2026 minutes as submitted. |
| <b>Result:</b>      | <b>Passed</b>                                                 |
| <b>Moved by:</b>    | David Larson                                                  |
| <b>Seconded by:</b> | Don Clark                                                     |
| <b>Ayes:</b>        | Eric Stelter, David Larson, Don Clark, Jack Arnett            |
| <b>Nays:</b>        | None                                                          |
| <b>Abstain:</b>     | None                                                          |

### 5. CORPORATION COUNSEL DEPARTMENT REPORT

- a. Finance Report for March 2026 Meeting

Working with several departments on various legal matters.

## 6. ACTION ITEMS

- a. (Referred) Resolution 25-57: Establishing the 2027-2030 Salaries for the Offices of the Sheriff and Clerk of Courts

Background information on the salary information was given by Sheriff Knowles. Important topics mentioned include the fact that the Undersheriff is appointed pursuant to state statute, the disparity between elected officials and department heads, and the fact that elected officials are paid less than department heads.

Discussion followed regarding the wage study's methodology and the possibility of future changes to rectify the disparities that were brought to light.

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| <b>Motion:</b>      | Motion to approve the resolution establishing the salaries for office of Sheriff and Clerk of Courts for the years of 2027 through 2030 based on staff recommendation, with the acknowledgment that pay grades will be reassessed in 2030. This resolution will move forward to the County Board for final action. |
| <b>Result:</b>      | <b>Passed</b>                                                                                                                                                                                                                                                                                                      |
| <b>Moved by:</b>    | Jack Arnett                                                                                                                                                                                                                                                                                                        |
| <b>Seconded by:</b> | Don Clark                                                                                                                                                                                                                                                                                                          |
| <b>Ayes:</b>        | Eric Stelter, David Larson, Don Clark, Jack Arnett                                                                                                                                                                                                                                                                 |
| <b>Nays:</b>        | None                                                                                                                                                                                                                                                                                                               |
| <b>Abstain:</b>     | None                                                                                                                                                                                                                                                                                                               |

- b. Resolution: Land Preservation Trust Fund for an Ozaukee County Conservation Easement and Fee Simple Purchase Program Per the Existing State Required Agricultural Land Conversion Fee Assessment

The committee reviewed an email from Supervisor Ross advocating for the Land Preservation Trust Fund. Mr. Dzwiniel explained the effect on the county tax levy and supports deferring the matter to the formal budget process.

Questions from the committee members were addressed by Mr. Stuck and Mr. Dzwiniel.

Motion made by Supervisor Larson, seconded by Supervisor Arnett to revise the resolution as follows:

WHEREAS, this proposal applies the County's ~~entire portion~~ [revenues in excess of \\$50,000 in every year](#) of the Agricultural Land Conversion Charge...

After further discussion, the vote was taken on the proposed revision: Ayes – 4, Nays – 0. The majority of the members present voting aye, the motion was passed.

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| <b>Motion:</b>      | Motion to approve the resolution, as revised, reflecting the impact for Land Preservation Trust Fund funding for an Ozaukee County Conservation Easements and Fee Simple Purchase Program per the existing State Required Agricultural Land Conversion Fee Assessment. This resolution will move forward to the Executive Committee for further action. |
| <b>Result:</b>      | <b>Passed</b>                                                                                                                                                                                                                                                                                                                                           |
| <b>Moved by:</b>    | David Larson                                                                                                                                                                                                                                                                                                                                            |
| <b>Seconded by:</b> | Jack Arnett                                                                                                                                                                                                                                                                                                                                             |

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| <b>Ayes:</b>    | Eric Stelter, David Larson, Don Clark, Jack Arnett |
| <b>Nays:</b>    | None                                               |
| <b>Abstain:</b> | None                                               |

c. Resolution: Transfer GF Surplus to Capital Projects Fund 401

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| <b>Motion:</b>      | Motion to approve the resolution for the transfer of \$1,750,000, which is 50% of the 2025 General Fund Surplus to the Capital Projects Fund. This resolution will move forward to the County Board for final action. |
| <b>Result:</b>      | <b>Passed</b>                                                                                                                                                                                                         |
| <b>Moved by:</b>    | Eric Stelter                                                                                                                                                                                                          |
| <b>Seconded by:</b> | Jack Arnett                                                                                                                                                                                                           |
| <b>Ayes:</b>        | Eric Stelter, David Larson, Don Clark, Jack Arnett                                                                                                                                                                    |
| <b>Nays:</b>        | None                                                                                                                                                                                                                  |
| <b>Abstain:</b>     | None                                                                                                                                                                                                                  |

d. Resolution: Carryovers 2025 Funds

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| <b>Motion:</b>      | Motion to approve the carryover of 2025 funds resolution amending the budget for Land & Water Management, with the revised amount for the first line item changed from \$38,899.29 to \$32,028.62, totaling \$105,613.48 and Planning & Parks — \$142,425. This resolution will move forward to the County Board for final action. |
| <b>Result:</b>      | <b>Passed</b>                                                                                                                                                                                                                                                                                                                      |
| <b>Moved by:</b>    | Eric Stelter                                                                                                                                                                                                                                                                                                                       |
| <b>Seconded by:</b> | Jack Arnett                                                                                                                                                                                                                                                                                                                        |
| <b>Ayes:</b>        | Eric Stelter, David Larson, Don Clark, Jack Arnett                                                                                                                                                                                                                                                                                 |
| <b>Nays:</b>        | None                                                                                                                                                                                                                                                                                                                               |
| <b>Abstain:</b>     | None                                                                                                                                                                                                                                                                                                                               |

e. Resolution: Increase of Revenue — Planning and Parks

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| <b>Motion:</b> | Motion to approve the increase of revenue resolution amending the budget for the Planning and Parks Department to include the Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Grant for Acquiring Parcel 08016100200 in Town of Saukville - \$112,500; Wisconsin Coastal Management Program Grant for Public Access at Clay Bluffs Cedar Gorge Nature Preserve \$200,000; Wisconsin Department of Natural Resources Surface Water Management-Surface Water Restoration Grant to Support Stream Restoration Activities on Mole Creek - \$25,000; Wisconsin Department of Natural Resources Surface Water Management – Surface Water Management Plan Implementation Grant to Support Wetland, Floodplain and Habitat Restoration Activities on Mole Creek - \$50,000; Wisconsin Department of Natural Resources Surface Water Planning – Lakes Grant to Support Aquatic Plant Surveys, Water Quality Monitoring and Bathymetric Surveys on Inland Lakes in Ozaukee County - \$10,000; Wisconsin Department of Natural Resources Surface Water Management - Surface Water Restoration Grant to Support Resiliency and Habitat Restoration on Mineral Springs Creek - \$25,000; Ozaukee County Land and Water Management Department Pollinator Plant Sale Donation for Prairie Restoration Activities in Clay Bluff’s Cedar Gorge Nature Perverse County Park - \$2,000. This resolution will move forward to the County Board for final action. |
| <b>Result:</b> | <b>Passed</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

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| <b>Moved by:</b>    | Eric Stelter                                       |
| <b>Seconded by:</b> | David Larsen                                       |
| <b>Ayes:</b>        | Eric Stelter, David Larson, Don Clark, Jack Arnett |
| <b>Nays:</b>        | None                                               |
| <b>Abstain:</b>     | None                                               |

f. Authorization to Execute Letter of Intent with Iteria/Oracle for ERP Implementation

Discussion and questions from the committee members were addressed by Mr. Dzwinel, Mr. McMahon and Mr. McDonell.

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| <b>Motion:</b>      | Motion to approve the County Administration to approve the Letter of Intent with Iteria/Oracle to maintain project momentum and allow staff to complete due diligence and contract negotiations, while preserving full Board authority over final approval. |
| <b>Result:</b>      | <b>Passed</b>                                                                                                                                                                                                                                               |
| <b>Moved by:</b>    | Eric Stelter                                                                                                                                                                                                                                                |
| <b>Seconded by:</b> | David Larson                                                                                                                                                                                                                                                |
| <b>Ayes:</b>        | Eric Stelter, David Larson, Don Clark, Jack Arnett                                                                                                                                                                                                          |
| <b>Nays:</b>        | None                                                                                                                                                                                                                                                        |
| <b>Abstain:</b>     | None                                                                                                                                                                                                                                                        |

g. Approval of Contract for Communication Services - Professional Service for Radio Programming Project Support

Mr. Dzwinel provided background information on this professional service and answered questions regarding budget impact.

9:13 AM Supervisor Ross joined the meeting.

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| <b>Motion:</b>      | Motion to authorize the County Administrator to execute the contract for professional services for the Countywide Radio System. |
| <b>Result:</b>      | <b>Passed</b>                                                                                                                   |
| <b>Moved by:</b>    | David Larson                                                                                                                    |
| <b>Seconded by:</b> | Don Clark                                                                                                                       |
| <b>Ayes:</b>        | Eric Stelter, David Larson, Don Clark, Jack Arnett                                                                              |
| <b>Nays:</b>        | None                                                                                                                            |
| <b>Abstain:</b>     | None                                                                                                                            |

## 7. DISCUSSION ITEMS

a. Wire Transfers #4515 - #4544 and February Schedule of Vouchers

Mr. McMahon answered questions from the committee.

## 8. DEPARTMENT REPORTS

a. County Clerk

Update on County Board meeting dates in April and the Spring Election.

b. Finance

Update and discussion on sales tax, current standing of the 2025 budget and county reserves.

c. Human Resources

Update on department goals and the GIS Coordinator position due to an upcoming retirement.

d. Information Technology

There were no questions.

e. County Treasurer

Update and discussion on foreclosures.

**9. NEXT MEETING DATE**

May 20, 2026 (New Committee)

**10. ADJOURNMENT**

Motion made by Supervisor Clark, seconded by Supervisor Larson to adjourn. Motion carried. Meeting adjourned at 9:23 AM.

*Kellie R Kretlow, County Clerk*