



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, SEPTEMBER 26, 2019 – 8:30 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
P. Melotik	Chairperson	Present	
D. Dohrwardt	Vice-Chairperson	Present	
T. Richart	Supervisor District 12	Present	
J. Strom	Supervisor District 21	Present	
L. Herro	Supervisor District 14	Present	

Staff present: County Administrator Dzwinel, Corporation Counsel Gorden, County Treasurer Morrison, Finance Director McMahon, Assistant Finance Director Pezanoski, DOA Intern Uselding, Planning & Parks Director Struck, Register of Deeds Voigt, Policy & Budget Analyst Wittek (8:50am), and County Clerk Winkelhorst.

Others present: Elsa Knysak and Dan Benson, Ozaukee Press.

2. PROPER NOTICE

Chairperson Melotik called the meeting to order at 8:31 AM. The clerk noticed the meeting as required.

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

Supervisor Herro provided information from the recent Wisconsin Counties Association Conference he attended.

4. APPROVAL OF MINUTES

a. August 29, 2019

Motion to approve the August 29, 2019 minutes as submitted.

FINANCE COMMITTEE	
RESULT:	APPROVED [UNANIMOUS]
MOVER:	T. Richart, Supervisor District 12
SECONDER:	J. Strom, Supervisor District 21
AYES:	Melotik, Dohrwardt, Richart, Strom, Herro

5. 2020 FINANCE BUDGET RECOMMENDATIONS

2020 Recommended Budget Documents

Mr. Dzwinel reviewed the budget highlights for the departments under the Finance Committee’s oversight including:

3% wage increase assumption countywide, which was accomplished through the efforts

of the departments.

7.5% increase health insurance assumption.

Discussion on debt service.

Corporation Counsel

Increase in the 2020 tax levy by \$24,866 over the 2019 Adopted Budget. Increase driven primarily by personnel costs.

County Clerk / County Board

Increase in the 2020 tax levy by \$79,152 over the 2019 Adopted Budget. Increase driven by the Presidential Election.

Department of Administration

County Administrator, Human Resources, Finance, and Information Technology Departments

Increase in the 2020 tax levy by \$122,662 over the 2019 Adopted Budget. Increase largely driven by personnel costs and reallocation of salaries back to the original 2018 allocation.

8:50 AM Policy & Budget Analyst Wittek joined the meeting.

Treasurer

Increase in the 2020 tax levy by \$14,304 over the 2019 Adopted Budget. Increase driven by personnel costs.

6. CORPORATION COUNSEL DEPARTMENT REPORT

Delay in State revenues, paid quarterly,

7. ACTION ITEMS

- a. Review/Consider Request to Repurchase Property Acquired by County - Parcel # 04-052-10-01-002, Town of Fredonia (Site Address: N5341 Cigrand Dr., Fredonia, WI 53021)

Mr. Morrison stated the Elsa Knysak is here on behalf of her father, Stan Knysak to pay the total amount for taxes and fees due of \$14,333.73. Mr. Morrison placed insurance on the property while the County still owns the property and Mr. Knysak is still in the property.

Motion to approve the repurchase of the property by the former property owner the amount of \$14,333.73 with receipt of payment by cashier's check no later than the end of business day on September 26, 2019 and if payment is not received by September 26, 2019, to sell property "as is", to use a professional appraiser recommended from a list from a bank, and for staff to proceed with steps to market the property.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]**MOVER:** L. Herro, Supervisor District 14**SECONDER:** J. Strom, Supervisor District 21**AYES:** Melotik, Dohrwardt, Richart, Strom, Herro

- b. Plan for Disposition of Property Acquired by County - Parcel # 04-052-10-01-002, Town of Fredonia

Action included in previous motion if needed.

- c. Resolution: Transfer of Funds 2019 - Planning & Parks; Land Information

Motion to approve the transfer of funds resolution amending the budgets for the Planning & Parks Department and Land Information to include funds in the Conference & Meetings line item for \$2,950 and \$5,500 respectively. The resolution will move forward to the county board

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]**MOVER:** J. Strom, Supervisor District 21**SECONDER:** L. Herro, Supervisor District 14**AYES:** Melotik, Dohrwardt, Richart, Strom, Herro

- d. Resolution: Transfer of Funds 2019 - Justice Center Workout Room

9:12 AM Supervisor Strom excused.

Motion to approve the transfer of funds resolution to provide for a new workout room at the Justice Center. The resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]**MOVER:** L. Herro, Supervisor District 14**SECONDER:** D. Dohrwardt, Vice-Chairperson**AYES:** Melotik, Dohrwardt, Richart, Herro**EXCUSED:** Strom

- e. Resolution: Increase of Revenue 2019 - Human Resources

Motion to approve the increase of revenue resolution amending the budget for the Justice Center Workout room to include funds from the Adam Hartwig Memorial Fund. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: L. Herro, Supervisor District 14
SECONDER: T. Richart, Supervisor District 12
AYES: Melotik, Dohrwardt, Richart, Herro
EXCUSED: Strom

f. Report: Annual Dog Listing 2019

Motion to approve the annual dog listing report as submitted. The report will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED AND FORWARDED [UNANIMOUS] **Next:**
10/2/2019 9:00 AM
MOVER: L. Herro, Supervisor District 14
SECONDER: D. Dohrwardt, Vice-Chairperson
AYES: Melotik, Dohrwardt, Richart, Herro
EXCUSED: Strom

g. Wire Transfers #2959 to #2971 and August 2019 Schedule of Vouchers

Motion to approve wire transfers #2959-#2971 and August 2019 Schedule of Vouchers for \$5,397,265.95.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: T. Richart, Supervisor District 12
SECONDER: L. Herro, Supervisor District 14
AYES: Melotik, Dohrwardt, Richart, Herro
EXCUSED: Strom

8. DEPARTMENT REPORTS

a. County Clerk

There were no questions.

b. Finance

Review of debt activity.

c. Human Resources

Questions on upcoming Strategic Management Planning course and Health Insurance.

d. Information Technology

Radio System Project - working on resolving some issues.

Phone upgrade project is complete.

Security upgrade for the network is complete.

e. County Treasurer

Review of written report including cash, interest and penalty revenues, interest earnings, sales tax revenue, delinquent taxes, foreclosures, and Revolving Loan Fund.

There was some confusion at the last meeting with the pro-rata share costs. Those costs were included in the total amount presented.

9. NEXT MEETING DATE

October 24, 2019

10. ADJOURNMENT

Motion made by Supervisor Herro, seconded by Supervisor Richart to adjourn. Motion carried. Meeting adjourned at 9:57 AM.

Julianne B. Winkelhorst, County Clerk