



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, JANUARY 23, 2020 – 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	Excused	

Staff present: County Administrator Dzwinel, County Treasurer Morrison, Assistant Finance Director Pezanoski, DOA Intern Uselding, Human Resources Director McDonell, Corporation Counsel Gorden, Policy & Budget Analyst Wittek (8:43am), Planning & Parks Director Struck (8:47am), Finance Director McMahon (9:34am), and County Clerk Winkelhorst.

Others present: Dan Benson - Ozaukee Press, Supervisor Wirth (8:58am), Dennis Buchholtz and Tim Romanelli.

2. PROPER NOTICE

Chairperson Melotik called the meeting to order at 8:32 AM. The clerk noticed the meeting as required.

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There were none.

4. APPROVAL OF MINUTES

a. November 22, 2019

Motion to approve the November 22, 2019 minutes as submitted.

FINANCE COMMITTEE	
RESULT:	APPROVED [UNANIMOUS]
MOVER:	D. Dohrwardt, Vice-Chairperson
SECONDER:	J. Strom, Supervisor District 21
AYES:	Melotik, Dohrwardt, Richart, Strom
EXCUSED:	Herro

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corporation Counsel Financial Report

Ms. Gorden noted the delay in reimbursement that affects end of year revenue on the report.

6. ACTION ITEMS

a. Corporation Counsel Write-offs - January - December 2019

Discussion on the collection process and the use of the State Debt Collection Program.

8:43 AM Policy & Budget Analyst Wittek joined the meeting.

Motion to approve the write-offs January-December 2019 for the amount of \$45,904.39.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: D. Dohrwardt, Vice-Chairperson

SECONDER: T. Richart, Supervisor District 12

AYES: Melotik, Dohrwardt, Richart, Strom

EXCUSED: Herro

b. Resolution: Increase of Revenue 2020 - Planning & Parks

8:47 AM Planning & Parks Director Struck joined the meeting.

Motion to approve the increase of revenue resolution amending the budget for the Planning & Parks Department to include funds from American Transmission Company Community Tree Planting Program grant - \$2,500 and Southeastern Wisconsin Invasive Species Consortium grant - \$50,000. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: D. Dohrwardt, Vice-Chairperson

SECONDER: J. Strom, Supervisor District 21

AYES: Melotik, Dohrwardt, Richart, Strom

EXCUSED: Herro

c. Resolution: Establishing the 2021-2024 Salaries for the Offices of the County Clerk, County Treasurer and Register of Deeds

Mr. McDonell explained how, historically, the annual cost of living adjustments has been calculated for the elected officials which would result in a 1.75% increase each of the four years. He noted the Finance Committee in 2018 adjusted the recommended salaries for the Sheriff, Clerk of Courts and Coroner from 1.50% to 2% for each of the four years.

8:58 AM Supervisor Wirth joined the meeting.

Discussion on cost of living and per capita income compared to other counties, increase of 3% for non-reps in 2020 with consideration of increase insurance cost, and making salaries equitable to non-reps from previous years.

Motion to approve establishing the salaries for the office of County Clerk, County Treasurer and Register of Deeds at a 3% increase for 2021 and a 2% increase in the years 2022, 2023 and 2024. The resolution will move forward to the County Board for final

action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: T. Richart, Supervisor District 12
SECONDER: D. Dohrwardt, Vice-Chairperson
AYES: Melotik, Dohrwardt, Richart, Strom
EXCUSED: Herro

d. Report: County Board & Citizen Attendance and Mileage

A correction to the report was noted by the clerk.

Motion to approve the report for the County Board and Citizen members attendance & mileage for July 1-December 31, 2019. The report will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED AND FORWARDED [UNANIMOUS] Next:
 2/5/2020 9:00 AM
MOVER: J. Strom, Supervisor District 21
SECONDER: D. Dohrwardt, Vice-Chairperson
AYES: Melotik, Dohrwardt, Richart, Strom
EXCUSED: Herro

e. Wire Transfers #2995 to #3021 and November 2019 Schedule of Vouchers

Motion to approve wire transfers #2995 to #3021 and November 2019 Schedule of Vouchers for a total of \$6,499,598.58.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: J. Strom, Supervisor District 21
SECONDER: P. Melotik, Chairperson
AYES: Melotik, Dohrwardt, Richart, Strom
EXCUSED: Herro

7. DISCUSSION ITEMS

a. Update on the Radio System Upgrade - Dennis Buchholtz, Project Manager

9:25 AM Dennis Buchholtz, Project Manager and Tim Romanelli, L3Harris Technologies, Inc. joined the meeting.

Mr. Buchholtz provided a status update on the radio project.

9:34 AM Finance Director McMahon joined the meeting.

Mr. Romanelli apologized for the delay in the project, explained the error with the antenna that resulted in the coverage testing not able to be completed, how they will keep on schedule and meet the demand.

Discussion and questions on project and radio distribution schedules, delay in testing, and radio counts.

Mr. Buchholtz spoke to resource sharing with Washington County.

8. DEPARTMENT REPORTS

a. County Clerk

Update on election security, and marriage license legislation.

b. Finance

Discussion and questions on the General Fund and the Project Fund.

c. Human Resources

Review of written report included 2019 Wellness Program incentive payments, 2020 Wellness Program, blood drives, onsite Weight Watchers program, and starting an employee recognition program.

d. Information Technology

There were no questions.

e. County Treasurer

Review of written report included cash, interest and penalty revenues, interest earnings, sales tax revenue, certificate delinquent balance, foreclosures, and contaminated properties.

Update on the former Amcast property.

A revolving loan fund update will be included on the next agenda.

9. NEXT MEETING DATE

Thursday, February 27, 2020

10. ADJOURNMENT

Motion made by Supervisor Richart, seconded by Supervisor Dohrwardt to adjourn. Motion carried. Meeting adjourned at 10:58 AM.

Julianne B. Winkelhorst, County Clerk