



MINUTES  
FINANCE COMMITTEE  
REGULAR MEETING  
THURSDAY, FEBRUARY 27, 2020 – 8:30 AM  
ADMINISTRATION CENTER - ROOM A-200  
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

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**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	Excused	
L. Herro	Supervisor District 14	Present	

Staff present: County Administrator Dzwinel, County Treasurer Morrison, DOA Intern Uselding, Public Works Director Edgren, Corporation Counsel Gorden, Planning & Parks Director Struck, Finance Director McMahan, Land & Water Management Director Holschbach, Human Resources Director McDonell (8:41am), Policy & Budget Analyst Wittek (8:48am), and County Clerk Winkelhorst.

Others present: Dan Benson - Ozaukee Press, Kathleen Cady-Schilling, Jesse Thyges, Village of Grafton Administrator, and Jessica Wolff - Village of Grafton Community Development Director.

**2. PROPER NOTICE**

Chairperson Melotik called the meeting to order at 8:30 AM. The clerk noticed the meeting as required.

**3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS**

Supervisor Dohrwardt requested to have the funding for the Monarch Library System reclassified in the budget. Suggestion to bring this forward to the Executive Committee as the budget is under their purview.

**4. APPROVAL OF MINUTES**

a. January 23, 2020

Motion to approve the January 23 minutes as submitted.

FINANCE COMMITTEE

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** L. Herro, Supervisor District 14

**SECONDER:** T. Richart, Supervisor District 12

**AYES:** Melotik, Dohrwardt, Richart, Herro

**EXCUSED:** Strom

**5. CORPORATION COUNSEL DEPARTMENT REPORT**

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a. Corporation Counsel Financial Report

Ms. Gorden is gathering information to initiate a discussion as to how we pursue delinquent debts in the county.

**6. DISCUSSION ITEMS:**

a. Revolving Loan Fund Update - Kathleen Cady-Schilling, Ozaukee Economic Development Executive Director

Ms. Schilling provided an update on the Community Development Block Grant Program and uses for remaining funds.

8:41 AM Human Resources Director McDonnell joined the meeting.

**7. ACTION ITEMS**

a. Resolution: Authorizing the Ozaukee County Treasurer to Initiate In Rem Proceedings on the Property Located at 1020 Washington Street, Grafton, Wisconsin 53024

Mr. Thyges spoke on behalf of the Village of Grafton to explain the intent of their request for the County Treasurer to initiate in rem proceedings to acquire the property and then to assign the property to the Village of Grafton Community Development Authority for redevelopment.

Ms. Gorden explained the statutes that allow this process to occur and the need for the committee to address different financial issues such as the 2019 taxes, special assessments, and cost of foreclosure action.

Ms. Gorden suggested the Village of Grafton could have the property reassessed this year so property values appropriately match what the property is worth.

In response to an inquiry, the Wisconsin Department of Natural Resources (WDNR) has not done any remediation to the site, strictly removal of the tanks and no formal testing. There is a Phase 1 environmental assessment that is very dated.

There is a statutory requirement for a signed agreement for remediation with the WDNR. Mr. Thyges expects this agreement to be signed within a month.

Mr. Morrison spoke to the process as the property is still in private ownership. Ms. Wolff has spoken with the representative of the LLC, who are out of the country and have indicated there is no intention of paying the back taxes.

Motion to approve the resolution authorizing the Ozaukee County Treasurer to initiate in rem proceedings on the property located at 1020 Washington Street, Grafton, Wisconsin 53024.

Supervisor Richart indicated that the village was made whole by the county for the 2016, 2017 and 2018 taxes which was approximately \$5,000. Mr. Morrison explained the process for tax collection with the municipalities. The special assessments and in rem foreclosure fees amount to approximately \$2,000.

Motion made by Supervisor Richart, seconded by Supervisor Herro to amend the resolution to include payment of 2019 taxes in #4 under the further resolved paragraph to be waived, eliminate #5 and renumber. The village will be responsible for the special assessments and in-rem foreclosure fees as stated in the resolution. The vote was taken on the amendment. Motion carried. (4-0)

The vote was then taken on the resolution as amended. Motion carried. (4-0) 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, Herro  
**EXCUSED:** Strom

- b. Resolution: Increase of Revenue 2020 - Planning & Parks; Land & Water Management  
9:30 AM Recess

9:36 AM Reconvene

Motion to approve the increase of revenue resolution amending the budget for the Planning & Parks Department to include funds from Riveredge Nature Center Contract award - \$5,000; The Nature Conservancy Contract award - \$21,000; Wisconsin Department of Natural Resources Office of Great Waters grant - \$60,000; and for the Land & Water Management Department to include funds from Wisconsin Department of Agriculture, Trade and Consumer Protection Soil and Water Resource Management Program grant - \$81,930 and Nutrient Management Farmer Education grant - \$2,500; and Federal Emergency Management Agency Flood Hazard Mitigation Program grant - \$20,636. This resolution will move forward to the County Board for final action.

**FINANCE COMMITTEE**

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

- c. Carryover of 2019 Funds - Information Technology

Motion to approve the carryover request of \$58,134 for consulting services.

## FINANCE COMMITTEE

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

## d. Resolution: Carryover of 2019 Funds

Motion to approve the carryover of 2019 funds resolution amending the budget for Information Technology \$58,134; Facilities - Justice Center and Advocates House \$53,500; Planning & Parks Department \$384,066; Human Services \$15,000; and Transit Services \$72,017. This 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. Recommendation of Finance Committee Project Submittals to Executive Committee

Staff has recommended the following items:

- 1) Compensation & Classification Study
- 2) Employee Engagement Survey
- 3) Corporation Counsel security window

Discussion on compensation study, how results would be funded, and hiring a vendor versus in-house.

Motion to request consideration by the Executive Committee for the three projects recommended by staff.

## FINANCE COMMITTEE

**RESULT:** APPROVED [3 TO 1]  
**MOVER:** T. Richart, Supervisor District 12  
**SECONDER:** D. Dohrwardt, Vice-Chairperson  
**AYES:** Melotik, Dohrwardt, Richart  
**NAYS:** Herro  
**EXCUSED:** Strom

## f. Wire Transfers #3022 - #3034 and January 2020 Schedule of Vouchers

Motion to approve wire transfers #3022 to #3034 and January 2020 Schedule of Vouchers for a total of \$6,320,417.17.

## FINANCE COMMITTEE

**RESULT:** APPROVED [UNANIMOUS]**MOVER:** L. Herro, Supervisor District 14**SECONDER:** D. Dohrwardt, Vice-Chairperson**AYES:** Melotik, Dohrwardt, Richart, Herro**EXCUSED:** Strom**8. DEPARTMENT REPORTS**

## a. County Clerk

There were no questions.

## b. Finance

Mr. McMahon distributed an updated report on the 2019 General Fund noting the anticipated loss is estimated at \$1,000 compared to the \$675,000 that was budgeted.

There will be no surplus to add to the project fund for 2019.

Auditors will be onsite April 27.

## c. Human Resources

Review of written report included Biometric screening, Administrative Center security upgrades, Blood drive, Wisconsin Retirement System Retiree session, and creation of a recognition committee.

## d. Information Technology

Finalizing radio count numbers.

## e. County Treasurer

Review of written report included interest earnings, interest and penalty revenues, sales tax, certificate delinquent balance, and interest rates on investments.

**9. NEXT MEETING DATE**

Thursday, March 26, 2020

**10. ADJOURNMENT**

Motion made by Supervisor Herro, seconded by Supervisor Dohrwardt to adjourn. Motion carried. Meeting adjourned at 10:46 AM.

*Julianne B. Winkelhorst, County Clerk*