



MINUTES
 FINANCE COMMITTEE
 REGULAR MEETING
 THURSDAY, JULY 23, 2020 – 8:30 AM
 ADMINISTRATION CENTER - AUDITORIUM
 121 W MAIN STREET, PORT WASHINGTON, WI 53074

1. CALL TO ORDER

A regular meeting of the Finance Committee was held in the auditorium at the Administration Center.

Attendee Name	Title	Status	Arrived
P. Melotik	Chairperson	Present	
T. Richart	Vice-Chairperson	Present	
D. Larson	Supervisor District 8	Remote	
J. Strom	Supervisor District 21	Present	
T. Winker	Supervisor District 1	Present	

Staff present: County Administrator Dzwinel, County Treasurer Morrison, Finance Director McMahon, Assistant Finance Director Pezanoski, Human Resources Director McDonell (9:15am), Corporation Counsel Gorden and County Clerk Winkelhorst.

Staff present remotely: Planning & Parks Director Struck and Undersheriff Knowles.

Others present: Bryan Grunewald, CliftonLarsonAllen LLP.

2. PROPER NOTICE

Chairperson Melotik called the meeting to order at 8:35 AM. The clerk noticed the meeting as required.

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There were none.

4. APPROVAL OF MINUTES

a. June 25, 2020

Motion to approve the June 25, 2020 minutes as submitted.

FINANCE COMMITTEE	
RESULT:	APPROVED [UNANIMOUS]
MOVER:	J. Strom, Supervisor District 21
SECONDER:	T. Winker, Supervisor District 1
AYES:	Melotik, Richart, Larson, Strom, Winker

5. CORPORATION COUNSEL DEPARTMENT REPORT

Update on staffing amid the COVID-19 Pandemic.

6. ACTION ITEMS

a. Resolution: Increase of Revenue 2020 - Planning & Parks; Sheriff's Office

Motion to approve the increase of revenue resolution amending the budget for the Planning & Parks Department to include funds from the Brookby Foundation Grant for

habitat and public access improvements - \$30,000 and the budget for the Sheriff's Office to include funds from the Wisconsin Department of Corrections reimbursement - \$70,718. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: T. Winker, Supervisor District 1
SECONDER: J. Strom, Supervisor District 21
AYES: Melotik, Richart, Larson, Strom, Winker

b. Submittal of Election Security Subgrant Application to the Wisconsin Elections Commission

Motion to approve the submittal of an application to the Wisconsin Elections Commission for County Election Security Subgrant funds.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: T. Richart, Vice-Chairperson
SECONDER: J. Strom, Supervisor District 21
AYES: Melotik, Richart, Larson, Strom, Winker

c. Report of County Board/Citizen Attendance and Mileage

Motion to approve the Report of County Board & Citizen Attendance & Mileage as submitted. The report will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED AND FORWARDED [UNANIMOUS] **Next:**
8/5/2020 9:00 AM
MOVER: T. Winker, Supervisor District 1
SECONDER: J. Strom, Supervisor District 21
AYES: Melotik, Richart, Larson, Strom, Winker

d. Wire Transfers #3096 to #3105 and June 2020 Schedule of Vouchers

Motion to approve wire transfers #3096 - #3105 and June 2020 Schedule of Vouchers for a total of \$4,540,246.68.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: J. Strom, Supervisor District 21
SECONDER: T. Richart, Vice-Chairperson
AYES: Melotik, Richart, Larson, Strom, Winker

7. DISCUSSION ITEMS

a. Review of 2019 Audit (Draft)

Mr. Grunewald reviewed a PowerPoint presentation which included Summary of Audit Results; Congratulations extended to the County on receiving the Certificate of Achievement for Excellence in Financial Reporting for year ending December 31, 2018;

Fund Balance Comparison; Unassigned Fund Balance versus County Policy; Working Capital - Lasata Senior Living Campus and Highway Department; and General Obligation Debt.

Questions and discussion on transfers in and out of Highway Department accounts; and concerns relating to effects of COVID-19 Pandemic.

8. DEPARTMENT REPORTS

a. Finance

2020 Fiscal Update

Update and discussion on sales tax.

9:15 AM Human Resources Director McDonell joined the meeting.

b. County Clerk

Update on staffing and office functions amid the pandemic.

c. Human Resources

Mr. McDonell reported that staff is working on developing a Hazard Pay Policy for the committee's consideration; discussions have begun with the Sheriff's bargaining unit; continuing the process of going paperless; and update on the employee recognition committee.

d. Information Technology

Testing continues on the radio system.

e. County Treasurer

Update on staffing amid COVID-19; tax collection; interest earnings; interest rate decline; sales tax revenue; foreclosures; and equity issues with Act 185 Legislation.

Questions on investment of funds and the Revolving Loan Fund. Committee would like a report from Economic Development at the next meeting.

9:47 AM Supervisor Strom excused.

9. NEXT MEETING DATE

Thursday, August 27, 2020

10. ADJOURNMENT

Motion made by Supervisor Winker, seconded by Supervisor Richart to adjourn. Motion carried. Meeting adjourned at 9:51 AM.

Julianne B. Winkelhorst, County Clerk