



MINUTES
 EXECUTIVE COMMITTEE
 REGULAR MEETING
 MONDAY, JANUARY 3, 2022 – 3:00 PM
 ADMINISTRATION CENTER - AUDITORIUM
 121 W MAIN STREET, PORT WASHINGTON, WI 53074

Draft Minutes Pending Committee Approval

1. CALL TO ORDER

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

Attendee Name	Title	Status	Arrived
L. Schlenvogt	Chairperson	Present	
P. Melotik	Vice-Chairperson	Present	3:07 PM
M. Wolf	2nd Vice- Chairperson	Present	
K. Geracie	Supervisor District 15	Present	
R. Nelson	Supervisor District 6	Present	

Staff present: County Administrator Dzwinel, Corporation Counsel Gorden, DOA Intern Snider, Finance Director McMahon, Assistant Finance Director Pezanoski and County Clerk Winkelhorst.

Others present: Kristyn Halbig Ziehm - Ozaukee Press, Ozaukee Economic Development Executive Director Kathleen Cady Schilling and Brian Brewer.

2. PROPER NOTICE

Chairperson Schlenvogt called the meeting to order at 3:01 PM. The clerk noticed the meeting as required.

3. PUBLIC COMMENTS, CORRESPONDENCE, COMMUNICATIONS

There were none.

4. APPROVAL OF MINUTES

- a. November 29 and December 1, 2021

Motion to approve the November 29 and December 1, 2021 minutes as submitted.

EXECUTIVE COMMITTEE	
RESULT:	APPROVED [UNANIMOUS]
MOVER:	R. Nelson, Supervisor District 6
SECONDER:	K. Geracie, Supervisor District 15
AYES:	Schlenvogt, Melotik, Wolf, Geracie, Nelson

5. PRESENTATIONS

- a. Presentation of Option to Refinancing Lasata GO Debt - Brian Brewer, Managing Director, Baird Public Finance

Mr. Brewer conducted a presentation that included Ozaukee County’s Credit Rating Summary; Historical Interest Rate Trend; Outstanding Indebtedness; Hypothetical Refinancing Illustration; and Bond Issuance Timeline. Discussion and questions followed

the presentation.

6. ACTION ITEMS

- a. RES.21-56: Amending Chapter 2.05 (2) of the Ozaukee County Policy & Procedure Manual - Policy to Schedule Public Informational Meetings

Mr. Dzwinel reviewed the policy that was drafted based on the discussion at the last meeting to provide an opportunity to schedule a night meeting.

3:07 PM Supervisor Melotik in attendance.

Discussion on the number of days needed for notice; first or third Wednesday meeting; reason to move the meeting time; number of supervisors needed to make a request; approval by the Executive Committee versus the County Board Chairperson and Vice-Chairperson; and the process.

Motion to revise the resolution at 2.05 (2)(a)3.a(3)(a) and 5(d)(3) “.....and must be approved by the [Executive Committee](#).” And to change (3)(b) and 5.d.(4) from 10 days to 7 days.

Motion to revise (3)(b) to add “No regular meeting of the County Board shall be rescheduled [to 6pm](#).....”

EXECUTIVE COMMITTEE	
RESULT:	APPROVED [UNANIMOUS]
MOVER:	M. Wolf, 2nd Vice- Chairperson
SECONDER:	K. Geracie, Supervisor District 15
AYES:	Schlenvogt, Melotik, Wolf, Geracie, Nelson

7. DISCUSSION ITEMS

- a. Personal Use of County Vehicles Policy

The current policy has not been reviewed in a number of years. Mr. Dzwinel is recommending consideration of a policy that allows approval by County Administrator and Human Resources Director in an effort to streamline the process and annual reporting of use by employees. The committee agreed Mr. Dzwinel should bring forth a revision to the policy at a subsequent meeting.

- b. Schedule of County Board Meetings

January 19 - Vote on Lasata refinancing; Advocates of Ozaukee presentation on CDBG opportunity

8. COUNTY ADMINISTRATOR'S REPORT

- a. County Board Rules

Beginning the process of reviewing County Board rules.

- b. County Human Resources and Financial Management Software

- c. Countywide Marketing

The committee supports the creation of a marketing position. Discussion on what other counties have, what a job description could entail, goals of what we want to accomplish, benefit to departments, and funding available.

d. County and Ozaukee Economic Development Business Loan Program

Ms. Schilling joined the discussion regarding consideration of creating a business loan program similar to the Revolving Loan Fund Program.

e. CBDG Advocates Expansion Grant

Grant application process has begun. Advocates will present to County Board on January 19.

f. County Administrator Annual Review

January 31 committee meeting.

9. COMMITTEE REPORTS

Finance Committee Chairperson Melotik reported on the wage study presentations.

10. NEXT MEETING DATE

January 19, 2022 - Special Meeting -Time TBD

January 31, 2022 - Regular Meeting - 3:00 PM

11. ADJOURNMENT

Motion made by Supervisor Nelson, seconded by Supervisor Wolf to adjourn. Motion carried. Meeting adjourned at 4:39 PM.

Julianne B. Winkelhorst, County Clerk