



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, MARCH 28, 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, Lasata Senior Living Campus Administrator Kohal, Planning & Parks Director Struck, Assistant Finance Director Pezanoski, Budget Manager Balke, Human Resources Director McDonell (8:34am), Policy & Budget Analyst Wittek (8:34am), County Treasurer Morrison (8:36am) and County Clerk Winkelhorst.

2. PROPER NOTICE

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

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There was none.

4. APPROVAL OF MINUTES

a. February 28, 2019

Motion to approve the February 28, 2019 minutes as submitted.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: L. Herro, Supervisor District 14

SECONDER: D. Dohrwardt, Vice-Chairperson

AYES: Melotik, Dohrwardt, Richart, Strom, Herro

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corporation Counsel Financials

Ms. Gorden noted that reimbursements from the State are received quarterly and if shown in February, reimbursement was from last quarter of 2018.

8:34AM Human Resources Director McDonell and Policy & Budget Analyst Wittek joined the meeting.

6. ACTION ITEMS

a. Resolution: Increase of Revenue 2019 - Planning & Parks

Motion to approve the increase of revenue resolution amending the budget for the Planning & Parks Department to include funds from We Energies Foundation Grant Funding \$3,000 and Wisconsin Department of Natural Resources - River Protection Planning Grant \$10,000. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: D. Dohrwardt, Vice-Chairperson

SECONDER: T. Richart, Supervisor District 12

AYES: Melotik, Dohrwardt, Richart, Strom, Herro

b. Resolution: Amending Chapter 4.03(17)(a) of the Ozaukee County Policy and Procedure Manual - Terms & Conditions of Employment: Physical Examinations

8:36AM County Treasurer Morrison joined the meeting.

Question and discussion on potential liability and tuberculin (TB) test requirement.

Ms. Kohal spoke to the TB test for Lasata Campus employees noting the test is a State requirement and would not need to be included in the manual.. In response to a question, Mr. McDonell noted that the other departments listed are not required to have a TB test; therefore, that verbiage could be removed.

Motion to approve the resolution amending the County Policy and Procedure Manual to eliminate the provision for pre-employment physical examinations for Lasata Senior Living Campus, to remove in (a) “,and a negative tuberculin test,” and remove in second “Further Resolved” paragraph “requirements”. The resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [4 TO 1]

MOVER: T. Richart, Supervisor District 12

SECONDER: D. Dohrwardt, Vice-Chairperson

AYES: Melotik, Dohrwardt, Richart, Strom

NAYS: Herro

c. Resolution: Amending Chapter 3.01 (17) of the Ozaukee County Policy & Procedure Manual - Positions & Pay Grades: Sheriff's Office

Motion to approve the resolution amending Chapter 3.01(17) of the County Policy and Procedure Manual authorizing any Dispatcher acting as shift leader shall receive an additional one dollar (\$1.00) per hour more. The resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

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

d. Wire Transfers #2878 - #2893 and February 2019 Schedule of Vouchers

Motion to approve the February Schedule of Vouchers and wire transfers #2878-#2893 for a total of \$8,732,963.15.

FINANCE COMMITTEE

RESULT: ADOPTED [UNANIMOUS]**MOVER:** J. Strom, Supervisor District 21**SECONDER:** D. Dohrwardt, Vice-Chairperson**AYES:** Melotik, Dohrwardt, Richart, Strom, Herro

e. Recommendation of Finance Project Submittals to Executive Committee

Mr. Dzwinel explained the process and the scoring system for the proposals submitted by the departments.

Four projects were submitted for review by the Finance Committee:

- 1) County Board Audio System Update - Recommended.
- 2) Child Support Lobby Window Upgrade - Not Recommended.
- 3) Countywide Telephone System Upgrade - Not Recommended.
- 4) Public Safety Security Information and Event Management (SEIM) - Recommended.

Discussion on the projects, County Board Audio should include speakers for sound and consider increasing the budget estimate from \$43,900 to \$50,000. Staff will review.

Motion to rank the items in order of importance for submittal to the Executive Committee: 1) Countywide Telephone System Upgrade, 2) County Board Audio System Update, 3) Public Safety Security Information and Event Management and 4) Child Support Lobby Window Upgrade.

FINANCE COMMITTEE

RESULT: APPROVED AND FORWARDED [UNANIMOUS] **Next:**
4/1/2019 2:00 PM**MOVER:** D. Dohrwardt, Vice-Chairperson**SECONDER:** L. Herro, Supervisor District 14**AYES:** Melotik, Dohrwardt, Richart, Strom, Herro**7. DEPARTMENT REPORTS**

a. County Clerk

Questions on election financials and the annual report.

b. Finance

2018 Audit April 22-30 is the department's primary focus and Clifton Larson Allen has acquired Schenk, the County's previous auditor.

Questions on the audit process.

c. Human Resources

Update on analysis of Workers Compensation claims, additional classes added for Leadership Development Program, book club, management coaching, Wellness Program and exit interviews.

d. Information Technology

Update on radio project.

e. County Treasurer

Update on cash, decline in interest and penalty revenues, increase in interest earnings, sales tax revenue, certificate delinquent balance, general obligation bonds, and revolving loan fund.

Questions on investments.

Review of annual report.

8. NEXT MEETING DATE

Thursday, April 25, 2019

9. ADJOURNMENT

Motion made by Supervisor Herro, seconded by Supervisor Strom to adjourn. Motion carried. Meeting adjourned at 10:51AM.

Julianne B. Winkelhorst, County Clerk