



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, JANUARY 28, 2021 – 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	8:32 AM
J. Strom	Supervisor District 21	Present	
T. Winker	Supervisor District 1	Present	

Staff present: County Administrator Dzwinel, Assistant Finance Director Pezanoski, Finance Director McMahon and County Clerk Winkelhorst.

Staff present remotely: Corporation Counsel Gorden, Planning & Parks Director Struck, Sheriff Johnson, Veterans Services Officer Johnson, Transit Superintendent Neilson-Loomis (8:48am), Human Resources Director McDonell (8:48am) and County Treasurer Morrison.

2. PROPER NOTICE

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

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There were none.

4. APPROVAL OF MINUTES

a. November 20, 2020

Motion to approve the November 20, 2020 minutes as submitted.

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

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.

8:32 AM Supervisor Larson in attendance.

6. ACTION ITEMS

a. Resolution: Increase of Revenue 2021- Planning & Parks

Motion to approve the increase of revenue resolution amending the budget for the Planning & Parks Department to include funds from the American Transmission Company Community Tree Planting Program Grant - \$2,500; American Transmission Company Community Pollinator Habitat Program Grant - \$2,500; Wisconsin Department of Natural Resources Office of Great Waters Grant - \$175,000; Wisconsin Department of Natural Resources Urban Nonpoint Source & Stormwater Management Grant - \$45,000; and We Energies Foundation Grant - \$4,000. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Richart, Vice-Chairperson

SECONDER: J. Strom, Supervisor District 21

AYES: Melotik, Richart, Larson, Strom, Winker

b. Resolution: Amending Chapter 5.03(3)(b) of the Ozaukee County Policy and Procedure Manual - Office of Purchasing Agent - Authorizing Ozaukee County Sheriff to Purchase Annual Vehicle Replacements for Patrol and Other Departmental Operations from the State VALUE Contract

Motion to approve the resolution amending the County Policy and Procedure Manual authorizing the Sheriff to purchase vehicles under the State of Wisconsin VALUE Purchasing Contract if the bid received under the contract is the lowest bid. 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

c. Resolution: Amending Chapter 3.01 (9) of the Ozaukee County Policy and Procedure Manual - Veterans' Services

Motion to approve the resolution to increase the hours for the Veterans' Programs Assistant. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Winker, Supervisor District 1

SECONDER: T. Richart, Vice-Chairperson

AYES: Melotik, Richart, Larson, Strom, Winker

d. Resolution: Authorizing the Establishment of a Trust Fund Account for Specialized Transportation Grant Funds

8:48 AM Transit Superintendent Neilson-Loomis and Human Resources Director

McDonnell joined the meeting.

Motion to approve the resolution establishing a trust fund account for specialized transportation grant funds. This resolution will move forward to the County Board for final action.

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

- e. Resolution: Amending Chapter 5.01(3)(b) of the Ozaukee County Policy and Procedure Manual - County Finance-Specialized Transportation Assistance Trust Fund

Motion to approve the resolution amending the Policy and Procedure Manual creating a Specialized Transportation Assistance Trust Fund. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE
RESULT: **APPROVED [UNANIMOUS]**
MOVER: T. Winker, Supervisor District 1
SECONDER: T. Richart, Vice-Chairperson
AYES: Melotik, Richart, Larson, Strom, Winker

- f. Contract with Wisconsin County Mutual Insurance for Identity Recovery Coverage

Motion to approve a contract with Wisconsin County Mutual Insurance for identity recovery coverage.

FINANCE COMMITTEE
RESULT: **APPROVED [UNANIMOUS]**
MOVER: D. Larson, Supervisor District 8
SECONDER: J. Strom, Supervisor District 21
AYES: Melotik, Richart, Larson, Strom, Winker

- g. Report: County Board & Citizen Attendance and Mileage

Motion to approve the report for the County Board and Citizen members attendance & mileage for July 1-December 31, 2020. The report will move forward to the County Board for final action.

FINANCE COMMITTEE
RESULT: **APPROVED AND FORWARDED [UNANIMOUS] Next:**
 2/3/2021 9:00 AM
MOVER: T. Winker, Supervisor District 1
SECONDER: J. Strom, Supervisor District 21
AYES: Melotik, Richart, Larson, Strom, Winker

- h. Wire Transfers #3179 - #3217 and November 2020 Schedule of Vouchers
9:05 AM Supervisor Larson out of attendance.

Motion to approve wire transfers #3179-#3217 and November 2020 Schedule of Vouchers for a total of \$7,523,835.21.

FINANCE COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: T. Richart, Vice-Chairperson

SECONDER: J. Strom, Supervisor District 21

AYES: Melotik, Richart, Larson, Strom, Winker

7. DEPARTMENT REPORTS

a. County Clerk

There were no questions.

9:07 AM Supervisor Larson in attendance.

b. Finance

Update to Credit Analysis from Moody's Investors Service was distributed.

Update on sales tax collection, 2020 County Audit, and the Credit Analysis.

c. Human Resources

Update on DocuWare software program, job restructuring of HR personnel with the retirement of the Benefits Manager, and 2021 Wellness Program.

d. Information Technology

Update on County Board room technology, finalizing Election Security grant, Project Fund requests, and possible construction of radio tower in the Town of Fredonia jointly shared with Washington County.

e. County Treasurer

Review of written report on cash, interest earnings, sales tax, certificate balance, and foreclosures; notification regarding an investment to be made; update on Revolving Loan Fund and 2020 General Fund

8. NEXT MEETING DATE

Thursday, February 25, 2021

9. ADJOURNMENT

Motion made by Supervisor Winker, seconded by Supervisor Strom to adjourn. Motion carried. Meeting adjourned at 9:40 AM.

Julianne B. Winkelhorst, County Clerk