



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, FEBRUARY 24, 2022 – 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	Present	
J. Strom	Supervisor District 21	Present	
T. Winker	Supervisor District 1	Excused	

Staff present: County Administrator Dzwinel, Corporation Counsel Gorden, Finance Director McMahon (8:34am), Assistant Finance Director Pezanoski (8:34am), County Treasurer Morrison, Human Resources Director McDonell, and County Clerk Winkelhorst.

Others present remotely: Patrick Glynn, Carlson Dettmann Consulting

2. PROPER NOTICE

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

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There were none.

4. APPROVAL OF MINUTES

a. January 25, 2022

Motion to approve the January 25 minutes as submitted.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: D. Larson, Supervisor District 8

SECONDER: J. Strom, Supervisor District 21

AYES: Melotik, Richart, Larson, Strom

EXCUSED: Winker

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corporation Counsel Financial Reports

Ms. Gorden reported on a line item that was in question at the last meeting. In addition, the revenues are not reflected in the final report due to the delay in reimbursement from the State. Ms. Gorden will continue to submit financial reports for 2021 until finalized.

8:34 AM Finance Director McMahon and Assistant Finance Director Pezanoski joined the meeting.

6. ACTION ITEMS

- a. RES.21-64: Amending Chapter 3.01 (17) of the Ozaukee County Policy and Procedure Manual - Sheriff's Office Personnel Changes

Motion to approve resolution amending Chapter 3.01 pertaining to the Sheriff's Office positions. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: D. Larson, Supervisor District 8
SECONDER: T. Richart, Vice-Chairperson
AYES: Melotik, Richart, Larson, Strom
EXCUSED: Winker

- b. RES.21-62: Increase of Revenue 2022 - Land & Water Management

Motion to approve the increase of revenue resolution amending the budget for the Land & Water Management Department to include unspent 2021 Soil & Water Resource Management Program Grant cost-share funds of \$7,148. 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
EXCUSED: Winker

- c. RES.21-63: Carryover of 2021 Funds

Motion to approve the carryover of 2021 funds resolution amending the budget for Planning & Parks - \$310,000 and Land & Water Management - \$23,152. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

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

- d. RES.21-65: Compensation Study - Public and Private Sector Market Comparables Recommendation

Mr. McDonell explained that this resolution is the first of four policy questions that will come before the committee and County Board.

Mr. McDonell and Mr. Glynn reviewed the basis for choosing the comparable communities. Approximately 50% of the positions do not have equivalent positions in the

private sector. Purchased surveys will be used for private sector comparables.

Discussion and questions on exit interviews, per capita income, and private sector not included in this resolution.

Motion to approve the resolution with the revisions to include "Private" in the title, in the second Whereas paragraph "analyze relevant public and private sector labor...." and in the Now, Therefore, Be It Resolved paragraph: "...cities be approved as public sector comparables, including private sector wage survey data, as applicable, for the purpose.....". 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

EXCUSED: Winker

- e. RES.21-66: Establishing the 2023-2026 Salaries for the Offices of the Sheriff, Clerk of Courts and Coroner

Mr. McDonell explained how, historically, the recommend wage increase is the average increase for non-represented management positions for the preceding four years.

Question on the effect the wage study may have on the management positions in those offices. Supervisor Richart distributed and reviewed his historical analysis for the elected official salaries since 2016. Mr. Richart noted that consideration should be given for the increase the Board approved for the non-representative in 2020 and the Elected Officials in 2021 for the insurance cost increase.

Motion made by Supervisor Richart to establish the salaries with an increase of 3% for 2023 and leave the staff recommendation for the three remaining years at 2.5%. Motion failed for lack of a second.

Mr. Dzwinel explained that the primary concern is to be sure there is no wage compression issue between the elected official and their chief management position.

Motion to approve establishing the salaries for the office of Sheriff, Clerk of Courts and Coroner at a 2.75% increase for 2023 and the staff recommendation of 2.5% increase in the years 2024, 2025 and 2026. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [3 TO 1]
MOVER: T. Richart, Vice-Chairperson
SECONDER: D. Larson, Supervisor District 8
AYES: Melotik, Richart, Larson
NAYS: Strom
EXCUSED: Winker

f. Recommendation of Finance Project Submittals to the Executive Committee

The two projects, SAN Replacement and Property Appraisal Services are not recommended for project funding; however, they are recommended if further funding becomes available, such as ARPA.

Mr. Dzwinel explained that based on the approximate \$1.2M that is currently available in the Project Fund, the project did not score as well compared to other projects being considered. When asked if the projects should be included, Mr. Dzwinel would recommend that both projects be considered by the Executive Committee.

Discussion on the importance of the SAN replacement and use of ARPA Funds versus Project Fund.

Motion to recommend to the Executive Committee the SAN Replacement and Property Appraisal Services to be considered as part of the Project Fund requests. This will move forward to the Executive Committee for further action.

FINANCE COMMITTEE

RESULT: APPROVED AND FORWARDED [UNANIMOUS] **Next:**
2/28/2022 3:00 PM
MOVER: D. Larson, Supervisor District 8
SECONDER: J. Strom, Supervisor District 21
AYES: Melotik, Richart, Larson, Strom
EXCUSED: Winker

g. Wire Transfer #3429 - #3446 and January 2022 Schedule of Vouchers

Motion to approve Wire Transfers #3429 - #3446 and January 2022 Schedule of Vouchers for a total amount of \$6,476,189.15.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: T. Richart, Vice-Chairperson
SECONDER: D. Larson, Supervisor District 8
AYES: Melotik, Richart, Larson, Strom
EXCUSED: Winker

7. DISCUSSION ITEMS:

a. American Rescue Plan Act Funds

Mr. Dzwinel explained the process he would like to recommend to the Executive Committee. Questions on possible projects that may be considered.

8. DEPARTMENT REPORTS

a. County Clerk

There were no questions.

b. Finance

Mr. McMahon distributed an updated debt schedule.

10:20 AM Supervisor Larson excused.

Discussion on sales tax, Project Fund balance, reserves, and special funds.

c. Human Resources

Update on software, and salary study process. Mr. McDonell commented that he is reviewing the Elected Coroner position versus a Medical Examiner position.

d. Information Technology

Mr. Dzwinel reported that 80% of vehicle radios have been installed.

e. County Treasurer

Review of sales tax, foreclosures, Wisconsin Help for Homeowners Mortgage Assistance, investments, Revolving Loan Fund, and current legislation.

9. NEXT MEETING DATE

March 24, 2022

10. ADJOURNMENT

Motion made by Supervisor Strom, seconded by Supervisor Richart to adjourn. Motion carried. Meeting adjourned at 10:54 AM.

Julianne B. Winkelhorst, County Clerk