



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, MAY 27, 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	
J. Strom	Supervisor District 21	Present	
T. Winker	Supervisor District 1	Present	

Staff present: County Administrator Dzwinel, Human Resources Director McDonell, Assistant Finance Director Pezanoski, County Treasurer Morrison (8:32) and Chief Deputy County Clerk Henning.

Staff present remotely: Planning & Parks Director Struck, Policy & Budget Analyst Wittek (8:35), Corporation Counsel Gorden and Interim Public Health Director Buechler.

Others present: Dennis Buchholtz

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. April 29, 2021

Motion to approve the April 29, 2021 minutes as submitted.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Winker, Supervisor District 1

SECONDER: J. Strom, Supervisor District 21

AYES: Melotik, Richart, Larson, Strom, Winker

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corp. Counsel Financial Report

There were no questions.

Mr. Dzwinel requested to move ahead in the agenda to the Action Items until Policy & Budget Analyst Wittek joins the meeting. There were no objections.

6. DISCUSSION ITEMS

a. Ozaukee County Strategic Plan 2020-24

Mr. Wittek explained that the Ozaukee County Strategic Plan 2020-2024 is comprised of six (6) strategic goals.

Mr. McDonell reviewed Goal #5 - Develop our Culture and Employees and the strategic objectives and performance indicators and metrics of each objective.

Mr. Wittek reviewed Goal #6 - Streamline County Processes and Build a Performance Excellence Culture and the strategic objectives and performance indicators and metrics of each objective.

b. Performance Management Metrics

Mr. Wittek shared the performance metrics while Ms. Gorden, Ms. Henning, Mr. McDonell, and Mr. Morrison discussed the metrics measured in the Corporation Counsel, County Clerk, Human Resources, and Treasurer Departments respectively.

7. ACTION ITEMS

a. Resolution: Increase of Revenue 2021 - Planning & Parks; Public Health (Revised)

8:35 AM Policy & Budget Analyst Wittek joined the meeting.

Motion to approve the increase of revenue resolution amending the budget for the Planning & Parks Department to include funds from the Wisconsin Coastal Management Grant - \$38,000; Intergovernmental Cooperation Agreement with Milwaukee Metropolitan Sewerage District - \$2,500; and for the Public Health Department to include funds from the Wisconsin Department of Human Services COVID-19 Relief - \$2,525,600 and Wisconsin Department of Natural Resources 2021 Wisconsin Beach Monitoring Program Grant - \$15,000. This resolution will move forward to the County Board for final action.

Chairperson Melotik reverted to the order of the agenda.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Richart, Vice-Chairperson

SECONDER: T. Winker, Supervisor District 1

AYES: Melotik, Richart, Larson, Strom, Winker

b. Resolution: Amending Section 4.04 (2)(e) thru (j) of the Ozaukee County Policy and Procedure Manual Pertaining to Sick Leave Reimbursement and Health Escrow Accounts

Mr. McDonell distributed a revision to the resolution.

Mr. McDonell explained the current sick leave reimbursement policy and the proposed changes.

Discussion and questions regarding accrual and carryover of sick time, short-term and long-term disability.

Motion to approve the resolution amending the Ozaukee County Policy & Procedure Manual pertaining to Sick Leave Reimbursement and Health Insurance Escrow Accounts as presented. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]
MOVER: T. Winker, Supervisor District 1
SECONDER: D. Larson, Supervisor District 8
AYES: Melotik, Richart, Larson, Strom, Winker

- c. Contract with Diversified Benefits Services, Inc. for Health Reimbursement Arrangement Administration Services

Motion to approve the contract with Diversified Benefits Services, Inc. for third party administration services of a Health Reimbursement Arrangement (HRA).

FINANCE COMMITTEE

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

- d. Resolution: Amending Section 4.10 (7) of the Ozaukee County Policy and Procedure Manual Repealing the COVID-19 Hazard Pay Policy

Motion to approve the resolution amending the Ozaukee County Policy & Procedure Manual by repealing the COVID-19 Hazard Pay Policy. 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

- e. Resolution: Amending Section 4.10 (7) of the Ozaukee County Policy and Procedure Manual Creating a Dog Friendly Workplace Policy

Questions and discussion regarding liability, service dogs versus comfort dogs, definition of “workplace”, employee productivity and other pets.

No action was taken on the resolution. The basis for the resolution, as stated in the support documentation, was a request from the District Attorney’s office to have a comfort dog for child victims of crime.

Motion by Supervisor Richart, seconded by Supervisor Winker to grant the request of the District Attorney’s office to have a comfort dog for child victims of crime. Motion carried. (5-0)

f. Wire Transfers #3277 - #3291 & April 2021 Schedule of Vouchers

Motion to approve wire transfers #3277 - #3291 and April Schedule of Vouchers for a total amount of \$7,119,581.05.

Break: 10:29 AM

Reconvene: 10:31 AM

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Winker, Supervisor District 1

SECONDER: D. Larson, Supervisor District 8

AYES: Melotik, Richart, Larson, Strom, Winker

8. DISCUSSION ITEMS CONT.

a. Radio Project Update

Mr. Buchholtz provided background information, reviewed the current status and explained the next steps of the Radio Project.

10:42 AM Supervisor Larson out of attendance

9. DEPARTMENT REPORTS

a. County Clerk

There were no questions.

b. Finance Department

KerberRose to present the results of the 2020 audit at the June 24 Finance Committee meeting and will report to the County Board in July.

The *Popular Annual Financial Reporting Award* was presented to Ozaukee County for its 2019 PAFR.

c. Human Resources

There were no questions.

d. Information Technology

There were no questions.

e. County Treasurer

10:52 AM Supervisor Larson in attendance.

Update on American Rescue Plan Funds payment and sales tax.

10. NEXT MEETING DATE

Thursday, June 24, 2021

11. ADJOURNMENT

Motion made by Supervisor Winker, seconded by Supervisor Larson to adjourn. Motion carried. Meeting adjourned at 10:59 AM.

Lisa M. Henning, Chief Deputy County Clerk