



MINUTES
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, AUGUST 26, 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	Present	
J. Strom	Supervisor District 21	Excused	
T. Winker	Supervisor District 1	Present	

Staff present: County Administrator Dzwinel, County Treasurer Morrison, Assistant Corporation Counsel Kluessendorf, Human Resources Director McDonell (8:35am), Finance Director McMahan (8:35am), Land & Water Management Director Holschbach (8:47am), Assistant Finance Director Pezanoski (9:26am) and County Clerk Winkelhorst.

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. July 29, 2021

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

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

5. CORPORATION COUNSEL DEPARTMENT REPORT

a. Corporation Counsel Finance Report

There were no questions.

6. ACTION ITEMS

a. Bid Opening & Acceptance of Bids for Land Sale of Tax Deed Property - Parcel # 15-114-02-09-000, City of Mequon

No bids received.

- b. Plan for Disposition of Property Acquired by County - Parcel # 15-114-02-09-000, City of Mequon

8:35 AM Finance Director McMahon and Human Resources Director McDonell joined the meeting.

Discussion on engaging the services of a realtor.

Motion to proceed with another advertisement and sell "as is", through a sealed bid asking \$150,000.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Winker, Supervisor District 1

SECONDER: D. Larson, Supervisor District 8

AYES: Melotik, Richart, Larson, Winker

EXCUSED: Strom

- c. Resolution: Authorization of Sale of Tax Deed Property, City of Mequon - Parcel # 15-114-02-09-000

No action needed.

- d. Bid Opening & Acceptance of Bids for Land Sale of Tax Deed Property - Parcel # 16-132-03-00-099, City of Port Washington

8:47 AM Land & Water Management Director Holschbach joined the meeting.

Chairperson Melotik opened the one bid received from Daniel Steinike and Rebecca McMullen for a bid amount of \$1,257.00, with the required 10% certified check for \$125.70.

Motion made by Supervisor Larson, seconded by Supervisor Richart to accept the bid for \$1,257.00. Motion carried. (4-0)

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]

MOVER: D. Larson, Supervisor District 8

SECONDER: T. Richart, Vice-Chairperson

AYES: Melotik, Richart, Larson, Winker

EXCUSED: Strom

- e. Plan for Disposition of Property Acquired by County - Parcel # 16-132-03-00-099, City of Port Washington

No action needed.

- f. Resolution: Authorization of Sale of Tax Deed Property, City of Port Washington - Parcel # 16-132-03-00-099

Motion to approve the resolution authorizing the sale of the county owned property Parcel #16-132-03-00-099 in the City of Port Washington. This will move forward to the County Board for final approval.

FINANCE COMMITTEE

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

- g. Bid Opening & Acceptance of Bids for Land Sale of Tax Deed Property - Parcel # 16-122-01-11-001, City of Port Washington

Chairperson Melotik opened the one bid received from Lacey Roemhild for \$650.00 with the required 10% certified check for \$65.00.

Motion made by Supervisor Larson, seconded by Supervisor Winker to accept the bid for \$650.00. Motion carried. (4-0)

FINANCE COMMITTEE

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

- h. Plan for Disposition of Property Acquired by County - Parcel # 16-122-01-11-001, City of Port Washington

No action needed.

- i. Resolution: Authorization of Sale of Tax Deed Property, City of Port Washington - Parcel # 16-122-01-11-001

Motion to approve the resolution authorizing the sale of the county owned property Parcel #16-122-01-11-001 in the City of Port Washington. This will move forward to the County Board for final approval.

FINANCE COMMITTEE

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

- j. Resolution: Supplemental Appropriation 2021 - Land & Water Management

Motion to approve the supplemental appropriation resolution for the use of \$65,000 from the Capital Project Fund for a tractor purchase to support soil health initiatives of the Clean Farm Families. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

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

k. Resolution: Increase of Revenue 2021 - Planning & Parks; Land & Water Management

Motion to approve the increase of revenue resolution amending the budget for the Planning & Parks Department to include funds from the Ulaio Creek Partnership and Southeastern Wisconsin Watersheds Trust of \$4,997 and for the Land & Water Management Department to include funds from the Fund For Lake Michigan of \$30,000 and Wisconsin Wildlife Damage Abatement and Claims Program of \$37,735. 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, Winker**EXCUSED:** Strom

l. Resolution: Amending Chapter 5.01 (3)(b) of the Ozaukee County Policy and Procedure Manual - County Finance - Authorization for Independent Bank Accounts

Motion to approve the resolution amending Chapter 5.01 of the County Policy and Procedure Manual authorizing an independent bank account for the Planning & Parks Department for reservation and donation revenues. 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, Winker**EXCUSED:** Strom

m. Wire Transfers #3331-#3342 and July 2021 Schedule of Vouchers

Motion to approve wire transfers #3331-#3342 and July 2021 Schedule of Vouchers for a total amount of \$41,091,670.82.

FINANCE COMMITTEE

RESULT: APPROVED [UNANIMOUS]**MOVER:** T. Richart, Vice-Chairperson**SECONDER:** D. Larson, Supervisor District 8**AYES:** Melotik, Richart, Larson, Winker**EXCUSED:** Strom**7. DEPARTMENT REPORTS**

a. County Clerk

Question on fringe benefit line item.

b. Finance

Update on sales tax collections and auto fleet leasing.

c. Human Resources

Update on Public Health officer recruitment, benefits, review of 2022 Budget position changes and reviewing of retiree benefits.

9:26 AM Assistant Finance Director Pezanoski joined the meeting.

d. Information Technology

Update on radio distribution.

e. County Treasurer

Review of written report on cash and delinquent taxes.

Update on repurchased property in Grafton and staffing.

Questions on Revolving Loan Fund.

8. NEXT MEETING DATE

Thursday, September 23, 2021

9. ADJOURNMENT

Motion made by Supervisor Winker, seconded by Supervisor Larson to adjourn. Motion carried. Meeting adjourned at 9:44 AM.

Julianne B. Winkelhorst, County Clerk