

SHEBOYGAN COUNTY FINANCE COMMITTEE MINUTES

Administration Building, Room 302
508 New York Avenue
Sheboygan WI 53081

May 27, 2026

Called to Order: 3:31 P.M.

Adjourned: 4:33 P.M.

MEMBERS PRESENT: Vern Koch, Thomas Wegner, William Goehring, Curt Brauer, Gerald Jorgensen

MEMBERS REMOTE:

ALSO PRESENT: **In Person:** James Webb, Jeremy Fetterer, Matthew Spence, Bryan Olson, Laura Henning-Lorenz, Michele Steffes, Stefanie Albrecht

Remote: Tara Duwe, Chris Liewinski, Kevin Dulmes, Crystal Fieber, Matthew Stritmatter, Brenda Hanson, Amy Weiland, Danielle Thompson, Evelyn Wise

Chairperson Koch called the meeting to order at 3:30 P.M.

The Chairperson certified compliance with the open meeting law. The notice was posted at 4:30 PM on Friday, May 22, 2026.

Correspondence – None.

Supervisor Brauer moved to approve the minutes for May 13, 2026. Motion seconded by Supervisor Goehring. Motion carried.

Finance Director James Webb informed the Committee that the Finance Department continues to focus on operational stabilization, audit preparation, and early 2027 budget development efforts while supporting departments through the Tyler Munis transition. Webb reported that Finance has been reviewing Tyler budget capabilities, preparing for upcoming leadership and budget discussions, and identifying account structure and reporting issues identified during first-quarter variance analysis.

Webb also provided an update regarding Highway Department billing recovery efforts, including reconciliation of outstanding municipal invoices, analysis of workflow bottlenecks related to Tyler Munis and New Roads integration, and ongoing discussions regarding process redesign opportunities and operational sustainability concerns. Additional discussion later in the meeting included considering the use of data analytics internship resources to evaluate Highway billing workflows and identify process improvement opportunities.

Additional Finance Department activities included audit preparation, financial closeout coordination, preparation for the Tyler quarterly upgrade testing, resolution of voucher reporting issues, execution of annual audit statements of work, and continued collaboration with IT, HR, Payroll, and departmental leadership regarding internal controls, staffing transitions, and ERP optimization initiatives.

The Committee discussed Resolution No. 04 -- Authorizing Application for Fiscal Year 2026 Justice Assistance Grant Program Award (Local Solicitation) and Entering into Memorandum of Understanding with City of Sheboygan. Supervisor Wegner moved to recommend that the Resolution be adopted. Motion seconded by Supervisor Brauer. Motion carried.

Information Technology Director, Chris Liewinski presented a request for the Early Approval of the VoIP Phone System Upgrade funded with the use of General Fund Balance. Supervisor Brauer moved to approve the request. Motion seconded by Supervisor Jorgensen. Motion carried.

County Treasurer Laura Henning-Lorenz presented the draft County Treasurer and Real Property Listing 2025 Annual Report.

County Treasurer Laura Henning-Lorenz presented the report of 11 Year Write Off of Tax Certificates.

County Treasurer Laura Henning-Lorenz presented the report on 2025 tax foreclosure sales

County Treasurer Laura Henning-Lorenz presented a request to set minimum bids on tax foreclosed properties.

- Minimum price on parcel no. 59111522140 is set at \$1,000
- Minimum price on parcel no. 59176740951 is set at \$189,900
- Minimum price on parcel no. 59191770730 is set at \$45,000
- Minimum price on parcel no. 59271823371 is set at \$1
- Minimum price on parcel no. 59281321280 is set at \$225,900

Supervisor Brauer moved to approve the minimum bids as presented. Motion seconded by Supervisor Goering. Motion carried.

Auditor/Analyst, Stefanie Albrecht presented the Financial Statements for March.

The Committee reviewed the 1st Quarter Variances.

Vouchers were reviewed. Supervisor Wegner moved to approve the expenditures. Motion seconded by Supervisor Brauer. Motion carried.

There were no requests for approval of attendance at other meetings or functions.

Supervisor Brauer moved to adjourn. Motion seconded by Supervisor Goehring. Motion carried.

Jeremy Fetterer
Recording Secretary

William Goehring
Secretary