

**Executive Committee Meeting Minutes  
December 12, 2016**

Chair Decker called the meeting to order at 8:30 a.m. and led the committee in the Pledge of Allegiance.

**Committee Members Present:** Chairman Paul Decker, Supervisors Dave Swan, Dave Zimmermann, Jim Heinrich, Larry Nelson, Christine Howard and Peter Wolff.

**Others Present:** Chief of Staff Mark Mader, Director of Administration Norm Cummings, Principal Projects Financial Analyst Bob Ries, Human Resources Manager James Richter, Accounting Services Manager Larry Dahl, UW-Extension Director Jerry Braatz, and Programs and Projects Analyst Lisa Lake. Minutes Recorded by Beth Schwartz, County Board Office.

**Approve Minutes of November 22, 2016**

MOTION: Howard moved, second by Zimmerman to approve the minutes of November 22, 2016. Motion carried 7-0.

**Future Meeting Date: January 16, 2016**

**Discuss and Consider Resolution 171-R-002: Discontinue Payment-In-Full Of Special Assessments And Charges, And Authorize Contracts With Municipalities With Respect To Handling Of Special Assessments And Charges**

Cummings said this resolution ends the annual practice of the County Treasurer paying all municipalities in full for all unpaid special charges and assessments as permitted in the Statutes. Instead, it authorizes the County to enter into individual contracts with each municipality in order to reasonably cap the liability to pay such special charges and assessments. There are expected to be circumstances when the amount of unpaid special assessments and charges on a property exceed the value of the property that the County might reasonably recover through the property tax foreclosure process. Currently the practice of settling in full all unpaid special assessments and charges transfers the burden of paying to County taxpayers. In order to keep the risk of nonpayment upon the municipality, and not all on the County, a limit on the amount of unpaid special assessments and charges is proposed. The County will offer all municipalities the opportunity to enter into written contracts. The municipality will be annually paid for its special assessments up to \$50,000 and for special charges up to \$25,000, thereby limiting the County's exposure.

Decker expressed concern that without the change developers will take advantage of townships, Brookfield in particular. Cummings said without the change the ultimate liability is with the County. Nelson asked what will happen next in New Berlin and Cummings said it is up to them to decide.

MOTION: Heinrich moved, second by Wolff to approve Resolution 171-R-002. Motion carried 7-0.

**Discuss and Consider Ordinance 171-O-062: Amend Section 7-67 Of The Waukesha County Code Of Ordinances To Modify Waukesha County Investment Policy**

Ries said a review of the County Code's Investment Policy determined that the section for General Obligation Municipal Bonds or Securities issued by governmental entities from states outside of Wisconsin does not specifically list securities issued by state governments as permitted investments. Section 7-67 (a) (3) will be amended as, "General obligation bonds or general obligation securities of the State of Wisconsin, or of any county, city, drainage district, vocational, technical and adult education district, village, town or school district of the state." Section 7-67 (a) (10) will be amended as, "General obligation bonds or securities of any state, county, city, drainage district, vocational, technical and adult education district, village, town or school district, if the bond or security has a maturity of seven years or less from the date on which it was acquired and if the bond or security is rated in one of the two highest rating categories assigned by Standard & Poor's Corporation, Moody's Investors Service, Inc., or other similar nationally recognized rating agency."

MOTION: Zimmerman moved, second by Heinrich to approve Ordinance 171-O-062. Motion carried 7-0.

**Discuss and Consider Ordinance 171-O-064: Amend Section 7-94 Of The County Code Of Ordinances To Modify The Compensation For Election Tabulators**

Richter said recount processes are infrequent, difficult to plan for, and often obtain an insufficient number of volunteers willing to devote extended hours with short notice. The current per diem rates which have not changed since 1994 have been determined insufficient to attract and retain individuals who are willing, able, and experienced in the election process to make the recount and tabulation process accurate and efficient. Under certain circumstances, the County may be reimbursed for costs associated with a recount including the compensation of the election tabulators.

Compensation of election tabulators shall be on a per diem basis and shall be as follows:

- A. For meetings of three (3) hours or less, a per diem of thirty dollars (\$30.00); and
- B. For meetings of more than three (3) hours, a per diem of sixty dollars (\$60.00).

In those circumstances where the County will be reimbursed for expenses associated with an election recount, the compensation for election tabulators shall be as follows:

- A. For meetings of three (3) hours or less, a per diem of thirty dollars (\$30.00); and
- B. For meetings of more than three (3) hours, a rate of ten dollars (\$10.00) per hour worked.

Zimmerman asked why the distinctions are made between rates. Richter said it increases the likelihood of getting dedicated people who work long hours to meet the deadlines imposed. Heinrich asked if there were problems getting people to participate in the recent recount. Richter said yes and County employees were asked if they could help supplement the workforce.

MOTION: Heinrich moved, second by Howard to approve Ordinance 171-O-064. Motion carried 7-0.

**Discuss and Consider Ordinance 171-O-063: Modify The 2016 Budget To Authorize Waukesha County University Of Wisconsin Extension Office To Appropriate The WWBIC And CDBG Revenue For Outreach Education Services**

Braatz said this ordinance modifies the 2016 budget to authorize UW-Extension to appropriate expenditures of \$33,000 for operating expenses to complete project work for the Wisconsin Women's Business Initiative Corporation(WWBIC) and the Community Development Block Grant (CDBG) project and increase general government revenues by \$33,000 for federal aid. The organizations depend on the department to provide outreach education to resident leaders, staff, and growth-oriented small businesses.

A local retention committee is developing to assess the needs of participants and beneficiaries of these projects. Community work can be requested by nongovernmental entities with funding from CDBG funds that are made available for the provision of services to benefit low and moderate income persons. This is the requirement of CDBG for the Neighborhood Revitalization Strategy Area (NRSA). These resources are available through the State contracted Community Economic Development Educator with this field of expertise.

Braatz said educators will work with an Extension strategic research team from the Division for Entrepreneurship and Business Development to update business strategies with assistance from WWBIC and collaborate with the Waukesha County Center for Growth Inc. Educators will provide outreach education to NRSA resident leaders on strategic planning efforts, teach design and implementation of a process to help neighborhood residents develop and update the five-year West Side NRSA Strategic Plan with CDBG funding. The 2016 adopted budget did not anticipate revenues and expenditures for this project. Answering Decker's question, Braatz confirmed CDBG will be utilized for the study.

MOTION: Nelson moved, second by Swan to approve Ordinance 171-O-063. Motion carried 7-0.

**Update from the Wisconsin Digital Government Summit**

Spaeth reported on this annual conference for government employees. She highlighted keynote speakers and sessions on how to use technology in innovative ways. This included generational communication and issues with cell phones and new technology, Department of Natural Resources website construction, and Department of Motor Vehicles increase in online services. Zimmerman asked about the County's participation. Spaeth said the IT Division hosted a breakout session. Heinrich asked if a person who is not adept with technology would have understood the speakers and topics. Spaeth said with the variety of topics discussed there was something for everyone's level of knowledge.

**Legislative Update**

Spaeth said the Legislature is organizing and committee chairs have been selected for the Assembly. There are new committees including one on information policy and technology as well as regulatory licensing. Spaeth expects to see the Assembly leadership open to a gas tax increase and Governor Walker opposed unless there is an offset tax decrease. The Assembly is building momentum for a revenue increase, inviting speakers including the Department of Transportation (DOT), Wisconsin Counties Association, League of Municipalities, Transportation Development Authority, Waukesha County Business Alliance, and others. Secretary Gottlieb of the DOT said 21% of the highway system will be in poor condition by 2018 and with current funding levels, 42% will be considered poor by 2027. The DOT budget reprioritized rehab and maintenance dollars, receiving a \$65 million increase for

general transportation aids, the local road improvement program, and the bridge improvement program. Spaeth said this puts counties in an interesting position in attempting to keep the increase where it is or moving it to mega projects that are running behind and could use more funding.

**County Board Committee Reports by Committee Chairs for the Following 2016 Meetings:**

Judiciary and Law Enforcement of November 22: Wolff reported the committee considered an ordinance.

Public Works of December 8: Swan reported the committee considered a bid for the Mental Health Center upgrade and heard an overview of the Traffic Safety Commission. In addition, they heard an overview of and toured the Public Works Central Fleet Division.

Health and Human Services of December 8: Howard reported the committee considered several ordinances and discussed reports on the Birth to Three and Drug Court Programs. The committee also discussed future challenges of the Department and Mental Health Crisis Intervention Services. Lastly, they saw a website and social media demonstration.

MOTION: Zimmerman moved, second by Howard to adjourn at 9:51 a.m. Motion carried 7-0.

Respectfully submitted,

Peter Wolff  
Committee Secretary