

Waukesha County Board of Supervisors

Minutes of the Executive Committee

Monday, February 15, 2021

Chair Decker called the meeting to order at 8:30 a.m.

Present: Supervisors Paul Decker, Jim Heinrich, Dave Swan, Tim Dondlinger, Bill Mitchell, Peter Wolff, and Dave Zimmermann.

Also Present: Chief of Staff Sarah Spaeth, Legislative Policy Advisor Alex Ignatowski, Engineering Services Manager Karen Braun, UW-Extension Director Jerry Braatz, Principal Assistant Corporation Counsel Demetria Christopoulos, Human Resources Manager Renee Gage, Senior Human Resources Analyst Jane Barwick, Budget Management Specialist Michelle Beasley, Accounting Services Manager Danielle Igielski, and Corporation Counsel Erik Weidig.

Approve Minutes of January 18, 2021

MOTION: Heinrich moved, second by Zimmermann to approve the minutes of January 18. Motion carried 7-0.

Next Meeting Date(s)

- March 15, 2021

Standing Committee Reports

Committee chairs gave reports on their respective committee meetings.

Ordinance 175-O-080 Modify the 2021-2025 Capital Plan for the Creation of Capital Project #202106 – CTH VV, CTH YY Intersection and Modify 2021 Capital Project Budget

Braun discussed this ordinance which modifies the 2021-2025 Capital Plan to create capital project #202106 – CTH V V, CTH Y Y Intersection. This this project was not included in the proposed 2021-2025 plan due to the uncertainty that the Wisconsin Department of Transportation (WisDOT) would approve federal Highway Safety Improvement Program (HSIP) funding for the program. WisDOT approved funding on November 20, 2020 after the County Board adopted the 2021-2025 Capital Plan. In contrast, other projects that were approved in the capital plan ended up being denied funding by the state.

The estimated total project cost is \$1,103,000. WisDOT will manage the project through the State's financial books and apply \$992,000 of HSIP funding (90%) before billing the County an estimated \$111,000 for its share. This ordinance modifies the 2021 capital project budget by increasing expenditures by \$18,000 to cover the County's estimated share of the design and engineering phase. The County's remaining \$93,000 of its cost share is for the construction phase, planned in 2023, and staff plans to manage these additional costs within the proposed 2022-2026 Capital Plan. In particular, WisDOT has denied HSIP funding for capital project #201804 (CTH DE, Wild Rose Lane to Oak Court) and capital project #202010 (CTH D, CTH E Intersection). The total County share of estimated project costs of about \$262,000

can be used to offset the costs of the new project. There is no direct tax levy impact related to this ordinance.

MOTION: Heinrich moved, second by Swan to approve Ordinance 175-O-080. Motion carried 7-0.

Discuss and Consider 175-0-79 Modify The 2021 Budget of The Waukesha County UW-Extension to Accept the Expanding Access Grant Funding From UW- Madison Extension and To Authorize Grant Expenditures

Braatz discussed this ordinance which modifies the 2021 UW-Extension budget by increasing operating expenditure appropriations by \$2,528, interdepartmental charge appropriations by \$472, and general government revenue by \$3,000 for the UW Madison Extension 4-H Youth Development's Expanding Access Grant. The funds will provide an additional \$1,685 in contracted services, \$843 in supplies, and \$472 in interdepartmental charges for indirect cost recovery and technology charges. This ordinance results in no direct additional tax levy impact.

MOTION: Swan moved, second by Dondlinger to approve Ordinance 175-O-079. Motion carried 7-0.

Discuss and Consider 175-A-038 Marj Kozlowski to the Aging and Disability Resource Center Advisory Board

MOTION: Heinrich moved, second by Mitchell to approve Appointment 175-A-038. Motion carried 7-0.

The Executive Committee will conduct the Step 5 Employee Grievance Appeal – Administrative Review of Impartial Hearing Officer decision pursuant to Waukesha County Code Section 7-110 regarding the employment of Geoff Schultz.

Closed Session

MOTION: Wolff moved, second by Mitchell to convene in closed session at 9:00 a.m. pursuant to Section 19.85(1)(b) and (f), Wisconsin Statutes, for the purpose of considering the dismissal, demotion, licensing or discipline of Geoff Schultz, and pursuant to Section 19.85(1)(a), Wisconsin Statutes, for the purpose of deliberating concerning the Step 5 Employee Grievance Appeal of Geoff Schultz which is the subject of a judicial or quasi-judicial hearing before the Committee, and to approve the closed session minutes of June 15, 2020. Motion carried 7-0.

Open Session

MOTION: Swan moved, second by Dondlinger to return to open session at 9:18 a.m. Motion carried 7-0.

Action regarding the Step 5 Employee Grievance Appeal of Geoff Schultz

MOTION: Wolff moved, second by Mitchell to uphold the impartial hearing officer's decision finding that there is a rational basis for the impartial hearing officer's decision, and it was not overtly erroneous. Motion carried 7-0.

Discuss and Consider 175-R-005 Establish Size of County Board to Facilitate County Supervisory District Plan

Spaeth discussed this resolution which will establish the size of the Waukesha County Board of Supervisors at twenty-five districts for the purpose of the 2021 tentative supervisory district plan.

MOTION: Swan moved, second by Dondlinger to amend line 18 and delete “twenty-five” and replace with “nineteen.”

Heinrich said he didn’t think we should require more of a time commitment of County Board Supervisors which could create trouble attracting members with careers. Zimmermann concurred.

The motion to amend was defeated 1-6. Swan voted yes.

MOTION: Heinrich moved, second by Zimmermann to approve Resolution 175-R-005. Motion carried 6-1. Swan voted no.

Discuss Internal Audit Manager Position

Spaeth presented an outline of a Request for Proposal (RFP) for contracting out internal auditing services. Dondlinger suggested breaking out the RFP into two: one for the risk assessment and audit plan and the second to execute the audit plan. The committee supported this approach.

Discuss County Board Survey Regarding Meeting Time

Spaeth shared the survey results of the County Board meeting starting time and said 65% of supervisors want the meetings at 6:00 p.m., 48% at 7:00 p.m., 35% at 6:30 p.m. Supervisors could select more than one option on the survey. The committee discussed moving the budget adoption meeting to the evenings as well. The committee decided any meeting time change should start with the new board year in 2022.

Legislative Update

Ignatowski said Governor Evers will present his budget tomorrow.

MOTION: Dondlinger moved, second by Wolff to adjourn at 10:40 a.m. Motion carried 7-0.

Respectfully submitted,

Peter M. Wolff

Peter M. Wolff
Secretary