

## **Waukesha County Board of Supervisors**

### **Minutes of the Executive Committee Monday, September 25, 2023**

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

**Present:** Supervisors Paul Decker, Tyler Foti, Jim Heinrich, Jacob LaFontain, Larry Nelson and Peter Wolff. **Absent:** Keith Hammitt

**Also Present:** Chief of Staff Sarah Spaeth, Legislative Policy Advisor Sarah Fraley, Administrative Specialist Barbara Hollander, Director of Parks and Land Use Dale Shaver, Park System Manager Steve Brunner, Business Manager Steve Trimborn, Business Manager Josh Joost, IT Project Manager John Gorski, PMO Manager John Hinchey, Director of Health and Human Services Liz Aldred, Business Application Support Administrator Sandy Masker, County Clerk Meg Wartman, Accounting Services Manager Danielle Igielski, Human Resources Manager Renee Gage, Principal Human Resources Manager Whitney Ruiz, Director of Public Works Allison Bussler, Facilities Manager Shane Waeghe, Departmental Executive Assistant Ashley Fischer, Senior Civil Engineer Kevin Yanny, Senior Civil Engineer Ed Hinrichs, Director of Administration Andy Thelke, Supervisor Darlene Johnson

#### **Discuss and Consider Resolution 178-R-003 Adopt Five-Year Capital Projects Plan Parks and Land Use (Items 36-42)**

Shaver and Brunner were present to discuss the above-listed capital projects as outlined in the 2024-2028 Capital Projects Plan. No major concerns were voiced.

#### **IT- County Clerk (Item 45)**

Gorski and Wartman were present to discuss the above-listed capital project as outlined in the 2024-2028 Capital Projects Plan. No major concerns were voiced.

#### **IT-Sheriff (Item 43)**

Gorski and Joost were present to discuss the above-listed capital project as outlined in the 2024-2028 Capital Projects Plan. No major concerns were voiced.

#### **IT-HHS (Item 44)**

Masker and Aldred were present to discuss the above-listed capital project as outlined in the 2024-2028 Capital Projects Plan. No major concerns were voiced.

#### **IT - Countywide (Item 46)**

Igielski and Gage were present to discuss the above-listed capital project as outlined in the 2024-2028 Capital Projects Plan. No major concerns were voiced.

#### **Public Works – Central Fleet (Item 1)**

Bussler, Waeghe and Fischer were present to discuss the above-listed capital project as outlined in the 2024-2028 Capital Projects Plan. No major concerns were voiced.

LaFontain left at 9:27 a.m.

**Public Works Facilities (Items 2-11)**

Bussler, Waeghe and Fischer were present to discuss the above-listed capital projects as outlined in the 2024-2028 Capital Projects Plan. No major concerns were voiced.

**Public Works – Highways (Items 12-35)**

Bussler, Hinrichs, Yanny and Fischer were present to discuss the above-listed capital projects as outlined in the 2024-2028 Capital Projects Plan. No major concerns were voiced.

LaFontain returned at 9:47 a.m.

**Discuss and Consider Ordinance 178-O-050 Modify the 2023 Waukesha County Budget and Approve Modifications to Compensation and Benefit Structures for Non-Represented Employees**

Thelke and Gage presented that this ordinance approves modifications to compensation and benefits for employees to maintain market competitiveness identified in the County's 2023 Compensation Study, and modifies the 2023 Waukesha County budget. It is expected that many departments will have no issues making their 2023 budgets with these changes because of high turnover levels in 2023. The ordinance does include an appropriation of \$291,000 of American Rescue Plan Act (ARPA) funds in 2023, and authorizes DOA to transfer up to that amount if it is needed by departments.

Gage highlighted the modifications to the compensation structure and policies as follows:

- I. Modify the Base Performance Award policy by increasing the maximum performance award levels by one percentage (1%) point.
- II. Modify the Non-Base Performance Award policy by increasing the maximum performance award level by one percentage (1%) point for employees at the maximum of the range.
- III. Modify the Base and Non-Base Performance Award policy to allow Effective performance rated employees to be eligible for Base and Non-Base Performance Awards.
- IV. Modify the performance award policy to provide competency-based merit increases for Telecommunicators during a training period until full competency has been attained.
- V. Modify the job classification range assignments for open salary and step salary ranges as listed in the ordinance effective October 21, 2023.

Other changes included the insurance effective date for new employees, adding Martin Luther King Day as a County-recognized paid holiday, adding an additional floating holiday, vacation policy changes to allow for pro-rated vacation days in the first year of hire, exceptions for advanced placement into the vacation accrual schedule based on prior work experience, hours of allowed compensatory time accrual, shift premiums for Psychiatric Technicians, and a salary range adjustment of 3% to be applied to the non-represented, seasonal and temporary 2023 salary ranges.

Thelke summarized the fiscal note for each change/recommendation.

LaFontain voiced his support for enhancing vacation time and adding a floating holiday for recruitment purposes. In answering LaFontain's question regarding communicating these changes to employees, Gage said the compensation study was referenced in the benefit statements sent out earlier in the year. After the presentation of the compensation study to the joint Human Resources/Finance committees in August, a communication went out to all employees, including an FAQ explaining why the study was done and what the next steps for approval were.

Foti asked if there are any concerns after the initial use of ARPA funds in 2024 moving forward. Thelke answered no, in part because we put the shared revenue in the capital plan. As those transportation capital projects receive upfront funding, it will free up money in 2025 to transfer into the operating budget. They purposely did that to help the cost to continue for 2025. They are phasing that in so we don't have shocks, we meet our borrowing obligations, and we can phase in shared revenue to have the maximum benefit to the county.

Nelson asked if grant funds to start the alcohol and drug treatment courts, and ARPA money for Sheriff's Department salary increases and the embedded mental health professional is similar to the use of ARPA funds for this ordinance. Thelke said these exceptional increases are phased in over time. The county has a very good track record of using fund balance or one-time revenue through a grant in order to phase in a new cost; the embedded mental health professional is a good example of that.

LaFontain expressed concern with using ARPA funds for 2023/2024 and for what is going to happen in 2025/2026. Thelke said the cost of turnover and training new employees and loss of services is very detrimental to an organization. Where there is difficulty generating revenues, there is difficulty in responding, and then there are increases in overtime so you start dealing with a crisis. What we are doing is getting to the end of 2025 cleanly, and 2026 and beyond we will deal with just like we have done in the past.

Decker commended the creative use of funds to pay for this.

Nelson said the value of selling the Huber facility and land could help the County's finances. He also said the raises given to the Sheriff's department last year have contributed to recruitment and retention. These proposed compensation changes will help across the board with retention and recruitment. While he understands the concerns with using ARPA money, he said we have to be flexible and use this money so we don't lose it. He is hopeful to get a 2/3 majority support to move this forward.

Foti said he will reluctantly vote yes, but doesn't like the use of ARPA funds. LaFontain concurred.

Heinrich said it is ingenious what has been done using shared revenue, but this is a band-aid approach using shared revenue intended for capital projects; he is still uncomfortable with this.

MOTION: Nelson moved, second by Foti to approve Ordinance 178-O-050. Motion carried 5-1 (Heinrich voted no)

**Discuss and Consider Ordinance 178-O-049 Amend Chapter 4 of the County Code of Ordinances Regarding Operating Procedures And Rules Related To Nominations And Elections At The Board's Organizational Meeting**

Spaeth presented that this ordinance changes the organizational procedures of the County Board by allowing candidates for chair, vice-chair, second vice-chair and two at large members to declare their candidacy prior to the board's organizational meeting, provides candidates the option to speak at the organizational meeting, and eliminates the use of an informal nominating ballot.

MOTION: Foti moved, second by LaFontain to approve Ordinance 178-O-049. Motion carried 6-0

**Discuss and Consider the Following Appointments:**

**178-A-039 Abby Lorenz Reappointment to the Waukesha County Airport Operations Commission**  
**178-A-040 Curtis Podd Appointment to the Waukesha County Board of Adjustment**

MOTION: Heinrich moved, second by Wolff to approve the above-listed appointments. Motion carried 6-0

**Standing Committee Reports**

Wolff, Foti, LaFontain, Nelson, Heinrich and Fraley (Public Works) gave reports on their respective committees. Decker gave update on staff volunteer day and Wisconsin Counties Association conference.

**Next Meeting Date**

October 23

**Legislative Update**

Fraley said there is a lot of focus on bills related to elections. County Clerk Meg Wartman gave testimony at an informational hearing regarding absentee voting. On October 3, that committee will have a hearing regarding alignment of the dates for the spring 2024 election.

**Approve Minutes of August 22**

MOTION: Foti moved, second by LaFontain to approve the minutes of August 22. Motion carried 6-0

MOTION: Heinrich moved, second by Foti to adjourn at 11:58 a.m. Motion carried 6-0

Respectfully submitted,



Peter M. Wolff

Secretary – Executive Committee