

Waukesha County Board of Supervisors

Minutes of the Finance Committee Wednesday, January 18, 2023

Chair Heinrich called the meeting to order at 8:15 a.m.

Present: Supervisors Jim Heinrich, Tyler Foti, Larry Bangs, James Batzko, Darryl Enriquez, Richard Morris and Joel Gaughan

Also Present: Chief of Staff Sarah Spaeth, Legislative Policy Advisor Sarah Fraley, Administrative Specialist Barbara Hollander, Chairman Paul Decker, Medical Examiner Dr. Lynda Biedrzycki, Departmental Executive Assistant Nicole Bauer, Risk/Purchasing Manager Laura Stauffer, Budget Manager Bill Duckwitz, Budget Management Specialist Stephanie Hall, Senior Financial Budget Analyst Michelle Czech, Emergency Management Coordinator Gail Goodchild, Financial Analyst Britan Smith, Engineering Services Manager Karen Braun, Engineering Technician Dawn Pickart, Facilities Manager Shane Waeghe, Business Manager Steve Trimborn, UW Extension Director Jerry Braatz, Land Information Systems Supervisor Jim Landwehr, and Land Resources Manager Alan Barrows.

Approve Minutes of December 14

MOTION: Batzko moved, second by Morris to approve the minutes of December 14. Motion carried 7-0

Next Meeting Date

February 22

Executive Committee Report of January 16

Heinrich reported on the outcomes of the ordinances that the Committee reviewed, and that three appointments were approved.

Announcements

Spaeth reported that the February County Board meeting was moved to February 27, 2023, as the WCA conference is on the same day as the scheduled February board meeting. Anyone wishing to attend, and/or can't make the board meeting on that date should let Sarah know.

Legislative Update

Fraley stated the top issue is changes in local government financing. Next week Wednesday is WCA CAP Day. She will be meeting with our Waukesha delegation and Executive's office to coordinate an effort to meet with all of our Waukesha delegation to home in on success/challenges in the county. Senate and Assembly will likely pass for the second session legislation a constitutional amendment question around the issue of flexibility of setting bail. If passed in the Assembly, it will be on the spring elections ballot as a referendum question.

Discuss and Consider Ordinance 177-O-091 Modify The Department Of Emergency Preparedness 2023 Budget And Authorize The Department To Accept The Homeland Security Local Exercises 2022-Regional Active-Assailant Grant From The Federal Emergency Management Agency (FEMA), Administered Through Wisconsin Emergency Management (WEM)

Goodchild and Smith presented that this ordinance is to authorize the Department of Emergency Preparedness to accept the Homeland Security Local Exercises 2022 – Regional Active-Assailant Grant funding from FEMA and modify the Department of Emergency Preparedness 2023 budget by appropriating \$17,065 for operating expenditures for the active shooter training exercise, and to increase general government revenues by \$17,065 for the corresponding grant award.

MOTION: Batzko moved, second by Gaughan to approve Ordinance 177-O-091. Motion carried 7-0

Discuss And Consider Ordinance 177-O-087 Sale Of Excess Right-Of-Way At CTH ES And CTH Y In The City Of New Berlin

Braun and Pickart presented that this ordinance authorizes the sale of vacant excess highway right-of-way to the adjacent owner at the intersection of CTH ES and CTH Y in the City of New Berlin.

MOTION: Bangs moved, second by Morris to approve Ordinance 177-O-087. Motion carried 7-0

Annual Report on Disposal of Surplus Property

Stauffer discussed this report which included information on sold and recycled surplus, items transferred to trash, departments transferring/accepting surplus property, and electronics recycling.

MOTION: Foti moved, second by Batzko to accept the annual report on the disposal of surplus property. Motion carried 7-0

Discuss and Consider Ordinance 177-O-090 Modify The Medical Examiner's Office Fees And Modify The Medical Examiner's 2023 Budget For Additional Fee Revenue And Increase Operating Expenses
Biedrzycki and Bauer presented on this ordinance that would modify the Medical Examiner's fee rates as allowed by State Statutes to an amount that may not exceed the annual percentage change in the Consumer Price Index (CPI). An amendment was distributed that reflects the final CPI numbers that were not known at the time the ordinance was drafted.

MOTION: Morris moved, second by Gaughan to approve Ordinance 177-O-090 as amended by the Judiciary and Law Enforcement Committee. Motion carried 7-0

Discuss and Consider Ordinance 177-O-088 Modify 2023-2027 Capital Plan And 2023 Capital Budget To Create Capital Project 202316, Medical Examiner's Office Renovation, Funded With American Rescue Plan Act Revenue

Duckwitz, Biedrzycki, Bauer and Waeghe presented that this ordinance would modify the 2023 Capital Project budget to increase expenditures by \$2,500,000 and general government revenues from the American Rescue Plan Act by \$2,500,000 for capital project #203316, Medical Examiner's Office Renovation.

MOTION: Morris moved, second by Foti to approve Ordinance 177-O-088. Motion carried 7-0

Funds Transfer Request 2022-100-04: Parks and Land Use – General Fund, Personnel to Interdepartmental

Trimborn presented that this funds transfer request is necessary to accommodate interdepartmental charges from the Department of Public Works, mainly for work performed by Central Fleet staff, repairing and servicing vehicles and equipment operated by the Department of Parks and Land Use throughout the year. Park vehicles and equipment were utilized heavily due to high levels of attendance and utilization of parks.

MOTION: Batzko moved, second by Foti to approve Funds Transfer Request 2022-100-04. Motion carried 7-0

Funds Transfer Request 2022-120-01: UW Extension – General Fund, Operating to Interdepartmental

Braatz presented that Waukesha County UW-Extension took over Sheboygan County's UW-Extension mailing list for the landscape and grounds maintenance short course, which is no longer being held in Sheboygan. This funds transfer is to address the interdepartmental postage overage for the mailings.

MOTION: Bangs moved, second by Enriquez to approve Funds Transfer Request 2022-120-01. Motion carried 7-0

Discuss and Consider RFP 20220030 – NG9-1-1 Grant Application Data Consulting

Landwehr and Barrows presented that Next Generation 9-1-1 is new technology that will be coming through the county's dispatch system. The county applied for a grant. While waiting to hear if the grant was awarded, they went out for an RFP and there were four bidders. Two were outside the scope of cost and of the other two, Cloudpoint Geospatial received the highest score.

MOTION: Foti moved, second by Morris to approve the procurement process RFP 20220030. Motion carried 7-0

Review Finance Committee's Report Schedule

Spaeth presented suggestions for revising the list of reports that the Finance Committee oversees.

Capital Projects – by county code, Executive Committee has oversight on capital projects – could be moved to Executive Committee – Decision: eliminate the August report and keep year-end in March

Employee Performance Evaluations and the Grant/Sunset positions – Human Resources Committee has oversight and Finance Committee is a secondary review – Decision: eliminate

Annual Report on the Waukesha Employee & Wellness Center – was reviewed by Finance at one time to review revenue - the Human Resources Committee has oversight on this report – this is an HR issue because the Center is an employee benefit – Decision: eliminate

Report on Alcohol Treatment Court Fees and Revenue Goals – was reviewed by Finance at one time because they were not meeting their revenue goals – HHS has oversight and the revenue can be reviewed during the budget process – Decision: eliminate

Investment Reports – must be provided to the Finance Committee in writing quarterly, but the actual presentation could be cut down to twice per year and review the year-end report in the second quarter
– Decision: present at six months and year end

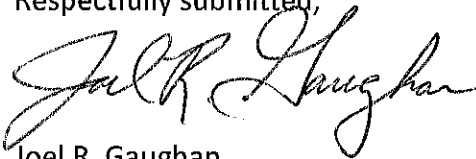
Other suggestions:

Foreclosure report – Finance Committee oversees Treasurer's office – Spaeth to check if Finance accepts that report (October)

Workers Compensation Trends – Spaeth to check if Finance accepts that report (September)

MOTION: Foti moved, second by Batzko to adjourn at 9:28 a.m. Motion carried 7-0

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Joel R. Gaughan".

Joel R. Gaughan
Secretary – Finance Committee