

**Minutes of the Executive Committee
September 18, 2017**

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 David Swan, David Zimmermann, James Heinrich, Peter Wolff, Larry Nelson, and Christine Howard.

Others Present: Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, Internal Auditor Lori Schubert, and Treasurer Pamela Reeves. Minutes Recorded by Beth Schwartz, County Board Office.

Future Meeting Date: October 2, 2017 (Budget Review)

Discuss and Consider Proposed Scope for the Parks and Land Use Audit

Schubert said the audit proposes to update the documentation of the permitting processes documented in the Waukesha County Guide to Permits, Licensing and Development Services. This includes storm water and erosion control, sanitary permit, site plan and plan of operation, conditional use, zoning permit/construction activities, and access to CTH public. The review process will include detailing the internal County procedures and will use value stream mapping (exclusive of the time calculations) and flowcharting. It will assess the processes to determine potential efficiencies and opportunities to streamline processes within current system constraints and identify potential considerations for future computerization in this area. Schubert said it will save a significant amount of money to finalize and write the report herself but she will work with a consulting firm to perform the audit. She is looking at June 2018 to complete the audit. Heinrich asked if there will be an RFP process and Schubert said they will get price quotes and work with the Purchasing Department. Swan asked if surplus budget money can be used next year and Schubert said it cannot. Answering Swan's question, Schubert said software that is internally built has a higher maintenance and personnel cost and the County is trying to move away from this.

Discuss and Consider Proposed Scope for the Department of Administration Tax Listing Audit

Schubert said this audit was requested by Larry Dahl and the Department of Administration to assess the effectiveness and efficiency of Division operations. The Tax Listing Division is responsible for creating and maintaining accurate lists and descriptions of parcels of real estate in the county and responds to municipal requests. To accomplish this the Division coordinates with the Register of Deeds Office, Treasurer's Office, Land Information Systems Division and various municipal clerks throughout the County. This information is the basis for property tax billing for County municipalities. Schubert said the audit will be done in house with an estimated completion date of early December and presentation in February.

Discuss and Consider the Following Appointments:

MOTION: Swan moved, second by Zimmermann to approve the appointments en masse.

- a. Appointment 172-A-025: Judie Berthelson to the Aging and Disability Resource Center (ADRC) Advisory Board
- b. Appointment 172-A-026: Christine Howard to the Aging and Disability Resource Center (ADRC) Advisory Board

- c. Appointment 172-A-027: Rev. Dr. Michelle Ann Oberwise Lacock to the Mukwonago Community Library Board of Trustees

Motion carried 7-0.

Determine Sale Values on County-Owned Foreclosure Properties Less than \$5,000

Reeves presented sale values on tax foreclosure properties according to Wisconsin Statute 75.69. The first remnant property, approximately 325' x 30', is .22 acres in Supervisor Mitchell's district. The assessed and equalized value is \$1,000. The taxes, interest, penalty and fees as of June 2017 plus a deed recording fee is \$235.56. Reeves recommended pricing the properties in relation to the other properties. Howard recommended a sale value of \$500, second by Swan. Heinrich recommended cutting the sale value down to \$300.

MOTION: Howard moved, second by Swan to approve a sale value of \$500. Motion carried 7-0.

The second remnant property, approximately 240' x 4', is .002 acres with an assessed and equalized value of \$100 in Supervisor Howard's district. The taxes, interest, penalty and fees as of June 2017 plus the deed recording fee is \$200.27. Howard recommended a sale value of \$150. Further discussion resulted in an increased sale value.

MOTION: Howard moved, second by Zimmermann to approve a sale value of \$200. Motion carried 7-0.

The third remnant property, approximately 175' x 16', is .059 acres with an assessed and equalized value of \$200 in Supervisor Batzko's district. The taxes, interest, penalty and fees as of June 2017 plus the deed recording fee is \$208.93. Zimmermann recommended a sale value of \$250. Heinrich asked if these assigned costs can be negotiated. Reeves said people often try but once the price is determined by the committee it is final. The process to change the price according to the statutes is lengthy including an appraisal and auction.

MOTION: Howard moved, second by Zimmermann to approve sale value of \$200. Motion carried 7-0.

Reeves discussed the process of determining sale values on these properties and said next year the committee will determine about 20 foreclosure property sale values. Swan asked what happens if these properties don't sell. Reeves said they go to auction and generally people are most interested in properties with houses.

Further Discussion and Consideration of Capital Projects

Swan discussed his concerns with project #201611 CTH C, Hasslinger Drive Intersection, which addresses existing potential hazards including the sharp curve at an awkwardly configured intersection with a residential street, driveway and private road. This rural highway has one of the highest collision rates, and all crashes involved northbound vehicles running off the right side of CTH C at the midpoint of its curve. Swan said with all its complications this project may go to court. Zimmermann commented if the roads are privately owned it is difficult for the County to fix the problem if the owners fight the solutions. The Committee will schedule a vote on the 2018-2022 Capital Plan on October 2, anticipating no problems with the standing committees still to review Capital Plan projects.

Update on Regional Transit Leadership Council Executive Committee and Wisconsin Workforce Development Association Board

Decker discussed the advantages of becoming a new transit subcommittee of M7. Most recent discussions have been about multi-modal versus fixed transit, and he will be meeting Thursday morning with Southeastern Wisconsin Regional Planning Commission (SEWRPC) to discuss combining public and private transportation efforts to be completely regional. Nelson asked what the committee process is, and Decker said there are nine members and there needs to be a majority to pass a vote. Decker also reported on the Wisconsin Workforce Development Association Board where the focus is on tomorrow's job, not yesterday's, for college and high school students. Another focus is on getting prison inmates the qualifications and training within prisons to prepare them for work upon release.

County Board Committee Reports by Committee Chairs for the Following 2017 Meetings:

Land Use, Parks & Environment of August 15- Zimmermann reported the committee discussed and considered four ordinances.

Human Resources of July 18- Nelson reported the committee heard an ordinance, heard a status report on the hiring of relatives of current employees, and went into closed session to discuss collective bargaining issues for employees covered under the Wisconsin Professional Police Association (WPPA) Union.

Finance of August 16 & September 6- Heinrich reported the committee heard several reports for six months ended including investments, special revenue funds, general funds, collections, proprietary funds and claims, and status reports on the contingency fund and capital projects. The committee also discussed the worker's compensation trends and experience modification rating factor, heard a report on County equalized property values, Tax Incremental Districts (TIDs), and an update on alcohol treatment fees and revenue goals.

Public Works of August 10 & September 14- Swan reported the committee discussed and considered ordinances and heard an overview of ongoing highway projects. They also reviewed Capital Plan projects related to Public Works and recommended their approval to Executive Committee.

Health & Human Services of August 10 & September 14- Howard reported the committee heard an update about psychiatric trends and treatments, approved the 2016 Veterans Services Annual Report, discussed the 2017-2019 HHS Strategic Plan, and discussed the Clinical Division's privileging of medical staff. The committee also heard an update on the ERAs Senior Network, Emergency Preparedness training, and the Community Health Improvement Plan and Process (CHIPP).

Judiciary & Law Enforcement of August 11 & September 15- Wolff reported the committee discussed and considered several ordinances and toured the Medical Examiner's Office. They also reviewed Capital Plan projects related to the Sheriff's Department and recommended their approval to the Executive Committee.

Legislative Update

Spaeth reported on some of the items that passed in the budget including Airbnb regulations and eliminating state prevailing wage. In transportation there will be a study on tolling and an increase in fees on electric and hybrid vehicles. Spaeth discussed disappointments related to the federal swap bill

but the governor indicated a partial veto giving Department of Transportation (DOT) authority. Answering Nelson’s questions about the federal swap bill, Spaeth said other states use this process where the DOT has the power to implement it, and if and how this will be implemented remains to be seen. The I94E-W expansion was not funded as well as the north leg of the Zoo Interchange. The Foxconn bill was signed into law today. Other current bills include Dark Store where big box stores such as Walgreens and Menards want to be assessed as an empty store. The County believes there should be a higher assessment than what it is now. The stores are suing for the desired tax assessment, and for Walgreens, for example, this course of action has worked for them and they have won the lawsuits in other states. Many oppose the bills and ads are being run against the bill authors. Spaeth also invited Supervisors to participate in Wisconsin County Association’s lobbying day October 23.

Motion: Wolff moved, second by Howard to adjourn the meeting at 10:26 a.m. Motion carried 7-0.

Respectfully submitted,

Peter M. Wolff
Secretary