



# Minutes Waukesha County Board Executive Committee Meeting June 15, 2015

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

## **Committee Members Present**

Paul Decker (Chair)

James A. Heinrich

David D. Zimmermann

David W. Swan

Pauline Jaske

Peter M. Wolff

Gilbert W. Yerke

## **Others Present**

Chief of Staff Mark Mader

Parks System Manager Duane Grimm

Legislative Policy Advisor Sarah Spaeth

Programs and Projects Analyst Windy Jicha

Federated Library Director Connie Meyer

Senior Financial Budget Analyst Steve Trimborn

Director of Parks and Land Use Dale Shaver

Director of Administration Norm Cummings

## **Correspondence**

A list of correspondence was distributed.

## **Approve Minutes of May 18, 2015**

Motion: Heinrich moved, Jaske second, to approve the minutes of May 18, 2015. Motion carried 7-0.

## **Legislative Update**

Spaeth said the joint finance committee is expected to meet this week to complete work on the budget. Remaining areas of consideration include transportation, financing for a new arena and prevailing wage. Policy changes related to shoreland zoning in the budget are likely to result in modifications to the Waukesha County code as zoning restrictions are lessened. Policy changes related to Aging and Disability Resource Centers (ADRCs) and Family Care were removed from the governor's proposed budget but reports and public input related to integrating income maintenance consortiums will be reviewed in the coming year.

Yerke asked what is Wisconsin Counties Association's (WCA) position on proposed shoreland zoning changes? Spaeth said WCA asked to have the item removed from the budget. The issue should be vetted through the legislative process in separate legislation rather than in the budget. Yerke commented that this will be a big change for towns and counties.

## **Discuss and Consider Ordinance 170-O-030: Amend the Waukesha County Code of Ordinances by Repealing and Recreating Sec. 14-167(a) Park Rules Regarding Certain Flotation Devices**

Grimm said approval of this ordinance would allow coast guard approved personal flotation devices at Waukesha County lifeguard-staffed beaches. Research indicates that allowing such devices at staffed beaches is the norm in the aquatic community and wanted by parents for their children, reduces the number of "jumps off chairs" [lifeguard] per year, makes it easier for lifeguards to monitor swimmers, etc.

In response to Heinrich's question, Grimm said only coast guard approved flotation devices, which keep swimmers heads above water, will be allowed. "Water wings" are not approved and therefore not allowed. Shaver said flotation devices give swimmers and parents a false sense of security and many times parental supervision declines when lifeguards are present.

Shaver explained that because of lifeguard shortages in the area, the county changed Minooka and Mukwonago Parks into swim at your own risk beaches. Coincidentally, these park beaches also have the lowest number of patrons. Safety precautions at these beaches are designed to help keep users safe such as marked/roped swimming areas, gated piers, multi-language signs, etc. The county may collaborate with the Phantom Lake YMCA camp in the future to offer off-season lifeguard training in hopes of increasing the number of lifeguards.

In response to Yerke's question, Shaver said changing Minooka and Mukwonago Park beaches to swim at your own risk was a factor in the code change. Wolff asked can swimmers use any type of flotation devices at beaches without lifeguards? Shaver said that is correct but the county is encouraging coast guard approved flotation devices at all of its beaches.

Motion: Heinrich moved, Wolff second, to approve Ordinance 170-O-030. Motion carried 7-0.

**Discuss and Consider Ordinance 170-O-031: Create a Two-County Federated Library System Consisting of Waukesha County and Jefferson County and Amend the Code of Ordinances, Chapter 11**

Meyer reviewed Ordinance 170-O-031 which allows the Waukesha County Federated Library System (WCFLS) to alter its territory to include Jefferson County and includes the following:

- Federated library system name change
- Expanded federated library board of 15 members based on county population (12 from Waukesha County, three from Jefferson County)
- Transfer of board member per diems and mileage funding allocations from the counties to the federated library system
- Formation of a Waukesha County planning committee to study library matters specific to Waukesha County
- Revision of Waukesha County code sections 11-1 and 11-2

Benefits of the two-county library system include:

- Proactive partnership and collaboration
- Increased current and future state aid (approximately \$258,000)
- Added value of WCFLS service program
- Increased innovation, efficiencies and opportunities to share resources and expertise
- Reduced CAFÉ automation fees for Waukesha County member libraries
- Cooperative purchasing power and economies of scale
- Sizeable amount of items (500,000) added to the CAFÉ catalog
- Better management of circulated services at all libraries

Cummings said the Waukesha County and Jefferson County funding formulas for county library tax and disbursements will be unaffected by this change. Jefferson County will be required to pay \$50,000 toward an automation consortium buy-in fee. Once the terms and conditions of the agreement are negotiated, the agreement will be brought to the county board for approval. Cummings said this collaboration allows Waukesha County to act rather than react to future legislative changes. The \$258,000 state aid from Jefferson County will be used for a variety of opportunities including adding a staff member to WCFLS and reducing CAFÉ fixed cost share with a larger base of libraries.

Decker asked will the \$258,000 from Jefferson County provide savings for Waukesha County? Meyer said total savings will be hard to gauge until more details about the entire service program are solidified such as

the need to hire additional staff and the cost of extending delivery service. She is confident expenses will not come close to the revenue Waukesha County will receive from the collaboration.

In response to Yerke's question, Meyer briefly explained the state's formula for determining state library funding. State library funding goes to library systems to provide services to its member libraries.

Jaske said she understands that Jefferson County's state library funding allocation (\$258,000) will go to WCFLS. How much will it cost to add automation to Jefferson County libraries? Meyer said Waukesha County will charge Jefferson County for one-time costs associated with bringing Jefferson County libraries into WCFLS including system migration (\$96K) and wide area network access (\$17K). Meyer said she will discuss these types of costs with the committee at a later date. Jaske asked has Jefferson County agreed to pay for these expenses? Meyer said Jefferson County agreed to pay \$50,000 for automation consortium fees. Waukesha County will cover initial costs and later recoup them from Jefferson County's state funding allocation. Cummings said Waukesha County will be reimbursed annually for these expenses through Jefferson County's state allocation. Jaske asked is Waukesha County financing the conversion? Cummings said Jefferson County will be charged directly for automated consortium buy-in fees (\$50,000). Meyer said transition costs will be covered by CAFÉ fund balance and later recovered from Jefferson County directly or through their state funding allocation. Waukesha County is not subsidizing any Jefferson County costs. Meyer said it would be very difficult for local libraries to come up with the amount of money needed for the collaboration quickly.

Swan asked what does Jefferson County expect from the collaboration? Meyer said all services provided to Waukesha County libraries will be provided to Jefferson County libraries. Swan said he received calls in support of the collaboration from Sussex and Pewaukee libraries. Swan warned caution when adding employees. Meyer explained steps the system has taken to investigate what services and areas need further development. Funding from the collaboration will allow the system to hire someone in a service role to fulfill these needs and benefit libraries.

Yerke asked for further clarification on costs and financing. Trimborn said it will cost more than \$100,000 to automate all Jefferson County libraries. Jefferson County will pay \$50,000 of the cost up front and the remaining amount will be taken from Jefferson County's state aid for three years beginning in 2016. Waukesha County will begin the automation process now with funds taken from CAFÉ fund balance to insure the system is functional by January 2016. Meyer said there is an adequate amount in CAFÉ fund balance to pay for the full cost of migration. Meyer will come back to the county board with this funding request. Yerke said he would like the funding specifications in the ordinance and/or fiscal note.

In response to Jaske's questions, Meyer said there is \$417,000 in CAFÉ fund balance. In three to five years, funds in the account will be used to replace the system, which is estimated to cost \$400,000 to \$500,000.

Motion: Swan moved, Heinrich second, to approve Ordinance 170-O-031. Motion carried 7-0.

### **Discuss and Consider the Following Appointments**

170-A-011: Appointment of Christine Howard to the Aging and Disability Resource Center (ADRC) Board

170-A-012: Appointment of William Steele to the Aging and Disability Resource Center (ADRC) Board

Motion: Swan moved, Zimmermann second, to approve Appointments 170-A-011 and 170-A-012. Motion carried 7-0.

**County Board Committee Reports by Committee Chairs for the Following 2015 Meetings**

Land Use – May 19 – Jaske said the committee approved an ordinance and resolution and had a presentation/overview of the CDBG and HOME programs.

Public Works – May 26 and June 11 – Mader said at the May 26 meeting, the committee met before the county board meeting to approve an ordinance. On June 11, the committee approved a bid award and were updated on the county's building improvement plan and Wisconsin County Highway Association's summer conference.

HHS – June 11 – Yerke said the committee had presentations on crisis intervention team training and NAMI's use of peer specialists.

Finance – May 20 and June 3 – Heinrich said on May 20, in addition to approving two ordinances, the committee had reports on investments, sheriff's department recruitment and cost recovery in the medical examiner's office. On June 3, the committee approved two contract procurement processes and learned about golf course survey results.

Judiciary – May 26 and June 12 – Wolff said at the May 26 meeting, the committee met before the county board meeting to approve two ordinances. The June 12 meeting was moved to June 19.

Motion: Zimmermann moved, Jaske second, to adjourn the meeting at 10:08 a.m. Motion carried 7-0.

Respectfully submitted,

Peter Wolff  
Committee Secretary