

Minutes of the Finance Committee

Wednesday May 20, 2015

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

Present: Supervisors Jim Heinrich, Larry Nelson, Duane Paulson, Eric Highum, Richard Morris, and Bill Zaborowski. Morris left the meeting at 10:17 a.m. **Absent:** Steve Whittow.

Also Present: Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, Principal Financial Projects Analyst Bob Ries, Senior Financial Analyst Aaron Daul, Emergency Preparedness Director Gary Bell, Sheriff Eric Severson, Business Manager Lyndsay Johnson, Inspector Jim Gumm, Deputy Inspector Torin Misko, Medical Examiner Dr. Lynda Biedrzycki, and Office Services Coordinator Nicole Bauer. Recorded by Mary Pedersen, County Board Office.

Approve Minutes of May 6

MOTION: Paulson moved, second by Zaborowski to approve the minutes of May 6. Motion carried 6-0.

Schedule Next Meeting Date

- June 3

Chair's Executive Committee Report of May 18

Heinrich highlighted the following items discussed at the May 18 Executive Committee meeting.

- Internal Audit Manager Lori Schubert reviewed the Register of Deeds audit.
- Federated Library Director Connie Meyer gave an update on Jefferson County's request to join the Waukesha County Federated Library system. An ordinance to approve will be introduced.
- Approved five appointments.

1st Quarter Report on Investments

Ries reviewed the 1st quarter report as outlined which included information on investment yield and revenue, average daily balance, total investment income, average investment rates, investment type, the County's portfolios, etc. The 1st quarter investment balance was \$180,028,793. The total return for the quarter was down 24 basis points from the last quarter to 0.24%. Interest earnings for the quarter totaled \$432,257, down \$285,977 from the 4th quarter due largely to a decrease of \$224,494 in realized gains on the sale of securities from the prior quarter. A decrease of \$67,809 in par value adjustments in the Dana and Galliard portfolios due to a drop in the Consumer Price Index was also a contributing factor.

MOTION: Zaborowski moved, second by Morris to approve the 1st quarter report on investments. Motion carried 6-0.

Ordinance 170-O-023: Approve Revised 2nd Amendment To Old Health And Human Services Building Smokestack Cellular Tower Lease

Bell discussed this ordinance as outlined. It approves an amendment to an existing agreement (the current term runs through November 2018 with the option to extend through November 2023)

between the County and New Cingular Wireless PCS, LLC for lease of the old Health & Human Services building smokestack for use as a cellular tower. The amendment will allow for the installation of upgraded antennas and related equipment in exchange for an increased rental rate. The County will receive an additional \$5,538 annually bringing the total rent received from New Cingular to \$42,066 in 2015. The lease agreement contains a provision to permit the County to terminate if the status of the building changes. This ordinance results in no additional direct tax levy impact.

Mader noted if the County sells or razes the old Human Services Building, the smokestack would remain intact. Paulson said this is a win-win and noted all smokestack repairs and maintenance are the responsibility of New Cingular Wireless.

MOTION: Nelson moved, second by Highum to approve Ordinance 170-O-023. Motion carried 6-0.

Ordinance 170-O-024: Approve Third Amendment To Nashotah Substation Cellular Tower Lease

Bell discussed this ordinance as outlined. It approves an amendment to an existing agreement between the County and Verizon Wireless for lease of the Nashotah Sheriff Substation radio tower for use as a cellular tower and additional ground space for related equipment. The amendment will allow for upgrades to antennas and related equipment as well as an increase in the amount of ground space rented in exchange for an increased rental rate. The County will receive an additional \$4,152 annually bringing the total rent received from Verizon to \$30,824.

The ordinance also modifies the extension provision of the lease to allow for three automatic five-year renewal periods (unless terminated by the County) possibly extending the contract through 2032. Finally, the amendment approved by this ordinance adds a provision granting Verizon a right of first refusal in the event the County receives an offer from an entity seeking to acquire the County's interest in the lease or the site and a provision acknowledging Verizon's right to continue the lease upon the County's sale of the property. This ordinance results in no additional direct tax levy impact.

Referring to the last ordinance, Paulson noted as opposed to the smokestack whereby all maintenance and repairs are the responsibility of New Cingular Wireless, the County is responsible for maintaining the substation tower, not Verizon. In addition, the County is charging Verizon less than New Cingular Wireless. Bell indicated this comes down to what other assets are in the area that could provide the service. The smokestack is a highly desirable asset. The substation is not as desirable because there are other assets in the area where Verizon could place their equipment.

MOTION: Paulson moved, second by Zaborowski to approve Ordinance 169-O-024. Motion carried 6-0.

Recruitment – Sheriff's Department

Severson, Johnson, Gumm, and Misko were present to discuss this issue and provided a PowerPoint presentation. Severson reviewed the minimum requirements for becoming a law enforcement officer and deputy sheriff and challenges finding applicants who meet the requirements. These include written exams, background checks, drug tests, psychological tests, physical tests, interviews, etc. In addition, the recruit academy will increase to 720 hours, from 520 hours,

beginning in 2016. Severson discussed the lengthy recruitment process and difficulty filling positions. During the 2014 recruitment, of 516 who applied for the test, 139 passed it. Severson noted after further examination and testing, staff decided not to make any job offers to that pool of applicants. Staff held a supplemental recruitment in 2015, offered only to law enforcement certified or certifiable individuals. Of the 120 who applied, 41 passed and a few job offers are in the works.

Severson said wage discrepancies have also posed challenges for the department in recruiting and hiring quality candidates. He reviewed 2015 starting wages/4th year wages for the Sheriff's Department (\$22.23/\$27.35) and the police departments of the City of Waukesha (\$27.57/\$34.14), City of Brookfield (\$27.87/\$36.64), City of Muskego (\$27.10/\$34.06), and City of New Berlin (\$24.76/\$36.62). Severson indicated he used these comparisons because candidates have expressed interest in applying at these agencies in the past. These are not comparables the County uses for wage negotiations.

Severson noted another full recruitment will be done this year. He advised there was a huge reduction in the applicant pool during the last recruitment. He is unsure why but the field itself may be less attractive than in the past. He went on to discuss the overtime budget which he hopes to reduce by 2017. Answering Nelson's question, Severson said the department currently has 24 vacancies. He discussed continuous efforts to recruit and said the issue is a daily conversation in his department.

Cost Recovery in the Medical Examiner's Office

Biedrzycki and Bauer were present to discuss this item. Biedrzycki said partnering with Washington and Walworth counties has gone very smoothly. There have been increased levels of service and everyone seems happy with the arrangements. She said lead medical examiner deputies in both counties run the investigations and report back to her. She is not spending tons of time on minor details. It has not been a big burden and she is pleased with how the process has unfolded. A large part of this is due to the quality work done by the two deputies in those counties which she took part in hiring. Biedrzycki said the larger concern is the increase in bodies. A new doctor is starting June 1 in the Waukesha office but three doctors would be ideal to keep up with the increases, not only for Waukesha County but for the contracted counties as well. This field is very difficult and not enough people are going into forensic pathology. She distributed copies of newspaper articles titled "Frustrated families give emotional testimony at Brown County medical examiner meeting" and "Charges dropped in infant death after change in medical examiner on the case."

Biedrzycki advised her office has always recovered the full cost of work done for other counties. This includes her time, staff time, supervision time, and clerical work which are allocated and accounted for on each employee's time card. This is in addition to number of x-rays, lab tests, etc. done for each county. The first and second year of each contract are estimated costs. The third and fourth year will be adjusted based on actual costs. Heinrich asked if the contracts have put a strain on her staff. Biedrzycki said only the pathology assistant has been affected. She added a deputy, a deputy supervisor, and a clerical position so that helped. However, they need another person in the autopsy room because the number of bodies are more than projected. A request last year for an additional position was not granted but she believes she can justify one this year. There is just too much work. Bauer distributed copies of a statistical overview on caseload/office activities from 1995 through April 2015.

Morris left the meeting at 10:17 a.m.

State Legislative Update

Spaeth said the Joint Finance Committee (JFC) is still reviewing the governor's proposed budget and so far there have been some positive changes for Waukesha County. The property assessment proposal was removed from the budget. The Wisconsin Fund, a grant program for failing septic systems, was restored. A portion of funding was restored for conservation related grants. The JFC did, however, approve the governor's proposal to remove \$4 million from the recycling grant. This will total about \$165,000 for Waukesha County. The consolidation of circuit court funding was delayed one year so the state courts director has time to figure out how to best distribute the funds. The JFC approved a \$20 surcharge on all convictions which will go to the Crime Prevention Funding Board but counties can choose to opt out. The Pretrial Intoxicated Driver Intervention Grant Program was moved from the Department of Transportation to the Department of Health Services and funding was eliminated – about \$150,000 for Waukesha County. The JFC has not yet addressed the Aging & Disabilities Resource Center issue. The JFC removed a proposal to change emergency detention procedures which would have been detrimental to the County. The governor proposed closing the Property Insurance Fund that we use but the JFC delayed this two years. The governor's proposal requiring counties disclose debt service and other fees on property tax bills was removed from the budget. This would have cost the County about \$375,000 in software upgrades.

MOTION: Highum moved, second by Nelson to adjourn at 10:25 a.m. Motion carried 5-0.

Respectfully submitted,

William J. Zaborowski
Secretary